

# TERMS OF REFERENCE

Procurement of Airline Tickets and Ground Arrangements  
**Bayanihan Act 2 Reinforcement of LGUs' Support for Cash for Work Program for Displaced Workers**  
March 2 to 5, 2021

## I. Background

COVID 19 was an unforeseen pandemic and no country in the world was spared. The world economy has been brought to its lowest condition wherein the tourism industry is one of the hardly hit sectors.

The first quarter of the year 2020 is the start of the period of great lost. Majority of establishments stopped operation. Unprepared of the circumstances, the workers of the tourism industry, just like the other businesses lost their jobs and based on reported data, about five Million were tourism industry workers.

Upon the issuance of Republic Act No. 11469 (Bayanihan to Heal As One Act) cash assistance were distributed to those who lost their jobs, in the second quarter of 2020, however, tourism industry workers were not included among the list of beneficiaries. Workers of the industry were already crying for support as they were tremendously affected and have felt to be the sector of least priority.

In the interest of the welfare of the tourism workers, the Department of Tourism along with other concerned government agencies endorsed the plea of the workers and tourism enterprises for support from the government which was considered upon the issuance of Republic Act 11494 (Bayanihan to Recover as One Act)

The Department of Tourism then immediately organized a team to handle the processing of the assistance to the displaced tourism industry workers nationwide. Among the activities implemented to reached all beneficiaries were orientation on the eligibility requirements for the cash assistance program participated by local government units (LGUs) and tourism stakeholders owners and workers and grant of loans for Medium, small and micro tourism enterprises. Constant coordination with LGUs were also established.

As of February 10, 2021, Eighteen Thousand Two Hundred Ten (18, 210) members of tourism enterprises were endorsed by the Department of Tourism MIMAROPA to the Department of Labor and Employment for Cash Assistance Program. It is on this report, that Secretary Bernadette Romulo-Puyat wants to recognize the assistance extended by the LGUs in Palawan (El Nido, Puerto Princesa City, Coron and San Vicente) on successfully gathering the displaced workers and to continuously do the work for the benefit of the partners in the industry. Likewise, she wishes to meet the beneficiaries of the program to assure them of the Department's support even during crisis.

Moreover, the Secretary included among the program activities a dialogue with the LGU's and tourism stakeholders and associations which aim to improve the cash access assistance of tourism workers and simultaneously discuss recovery programs of the LGU's projecting the easing of quarantine situation of the National Capital Region and other areas by March 2021.

## **II. Objectives**

1. Improve the cash assistance access of the extended beneficiaries of the cash for work program;
2. Identify the recovery programs of LGU to align with the needs of visiting tourists in lieu of the easing of quarantine situations in NCR and other Regions;
3. Give recognition to the support extended by the LGUs in reaching out for the beneficiaries of Cash for Work Program and encourage and solicit the support of LGU's for the other programs and projects of the Department
4. Inform and encourage the beneficiaries of the Cash for Work Program to help the Department in seeking for other displaced workers to extend the benefit to them.

## **III. Minimum Requirements**

1. Must be a DOT accredited service provider located in Palawan Province
2. Must be able to implement the travel bubble policy and must comply with the minimum standard of health and safety protocols;
3. Must have experience providing services to officials and executives of different government agencies; and
4. Must be able to provide services on a Send-Bill Arrangement.

## **IV. Scope of Work / Deliverables**

### **1. Provision of roundtrip airline tickets**

3 pax

-Departure Manila to Coron: **March 2, 2021**

-Departure Coron to Manila: **March 4, 2021**

-Check-in Baggage: 20 kilos Luggage Allowance for each passenger

2 pax

-Departure Manila to Puerto Princesa City: **March 3, 2021**

-Departure El Nido to Manila: **March 5, 2021**

-Check-in Baggage: 20 kilos Luggage Allowance for each passenger

2 pax

-Departure Manila to Puerto Princesa City: **March 3, 2021**

-Departure Puerto Princesa City to Manila: **March 4, 2021**

-Check-in Baggage: 20 kilos Luggage Allowance for each passenger

## 2. Provision of function room with meals

Good for twenty-five pax (25) (with proper physical distancing) with complimentary internet access in Coron on March 3, 2021

Good for twenty-five pax (25) (with proper physical distancing) with complimentary internet access in Puerto Princesa City on March 4, 2021

## 3. Inland transfers

1 unit van in Coron on March 2, 2021

2 units van in Coron on March 3, 2021

1 unit van in Puerto Princesa City on March 2, 2021

2 units van in Puerto Princesa City on March 4, 2021

1 unit van from Puerto Princesa City to El Nido on March 4, 2021

## 4. Tokens

10 pcs/pack of tokens for local media representatives and/or moderator

Preferably local agricultural products and/or souvenir items

## V. Budget

The total budget allocation is **Two Hundred Fifty-Five Thousand Six Hundred Pesos (Php 255,600.00)**, inclusive of applicable taxes and fees.

The winning bid shall be determined based on the proposal that is responsive with the technical specifications and whose bid is within the approved budget for the contract (ABC).

## VI. Documentary Requirements

1. Mayor's/Business Permit
2. Latest Income/Business Tax Return
3. Duly Notarized Omnibus Sworn Statement
4. PhilGEPS Registration Number
5. DOT Accreditation certificate

## VII. Contact Person

GLADYS A. QUESEA / FAYE ANGELI A. REYES

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