

## TERMS OF REFERENCE

### FARM TOURISM ASSESSMENT IN NORTH PALAWAN

#### Objectives:

1. Promote farm tourism as an additional income opportunity for farmers and stakeholders
2. Encourage potential farm tourism sites to be DOT Accredited
3. Strengthen the Farm Tourism Initiatives through promotional strategies and Information, Education, and Communication (IEC) campaigns
4. Conduct physical assessments for product and market development

#### I. Scope of Service

The service provider should be able to provide the transportations, transfers, RT-PCR Test Service, and load cards with the following specifications:

##### A. General Requirements

- Service Provider should be a DOT-Accredited Tour Operator
- Inclusive Date: July 28-30, 2021
- Amenable to send-bill arrangement/government procedure
- Price quotation should be denominated in the Philippine Peso and inclusive of 12% VAT and all other applicable taxes and charges. Price validity shall be for a period of one hundred twenty (120) calendar days.
- Tour Operator must be based in Region IVB (MIMAROPA)

##### B. Documentary Requirements

1. Mayor's/Business Permit
2. Proof of PhilGEPS Registration
3. Omnibus Sworn Statement
4. DOT Accreditation Certificate

*Note: All documentary requirements and proposal shall be sent via e-mail at [tdd.mimaropa@gmail.com](mailto:tdd.mimaropa@gmail.com)*

##### C. Specific Requirements

###### C.1 Transportation (Airfare)

- Airline with round-trip flight of Manila and El Nido good for two (2) pax (July 28 and 30, 2021).

###### C.2 Transportation (Van Rental)

- Air-conditioned van with stored supplies of face mask, face shield, and alcohol (sanitation kits);
- Drivers must have a negative anti-gen test result prior travel; and
- Must conform to the following itinerary:

- ✓ Whole day one (1) van rental (10 hours) within North Palawan (El Nido, Taytay, San Vicente, and Roxas) x 3 days

### **C.3 Load Card**

- One (1) Php 300.00 load card for the project officer and One (1) Php 150.00 load card for the support staff.

### **C.4 RT-PCR Test**

- RT-PCR Test for two (2) pax by a DOH-Accredited Facility 48 hours prior travel

## **II. APPROVED BUDGET FOR THE CONTRACT**

The Approved Budget for the Contract is **SIXTY-EIGHT THOUSAND FOUR HUNDRED TEN PESOS (₱68,410.00)** inclusive of all government taxes and charges.

The winning bid, however, shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of the bid does not exceed the above total budget.

## **III. PAYMENT SCHEMES**

Terms of payment to the winning bidder shall be in accordance with the government procedure (send bill arrangement). Failure to comply with the terms and conditions of the contract will result in the payment of corresponding penalties and liquidated damages in the amount equal to ten percent (10%) of the contract price by the winning bidder.

## **IV. CONTACT PERSON**

**MARC RAMIRO R. ORTIZ LUIS**  
Tourism Development Division, DOT MIMAROPA  
(02) 459-5200 loc. 119  
0917-716-0305