

TERMS OF REFERENCE DRIVE AND DIVE TOURISM CIRCUIT VALIDATION

Objectives:

1. Relaunch existing tourism attractions through tourism circuit.
2. Regain confidence in the traveling industry to Philippine destinations. Re-open domestic tourism traffic, among low-risk areas, a way forward to economic recovery.
3. Conduct of a product audit on the destination and hold meetings with the LGU and invited National Tour Operators for an exchange of best practices and market update.
4. Showcase the standards of safety and health protocols being implemented in tourism destinations.

I. Scope of Service

The service provider should be able to provide the meals, transportations, transfers, accommodation, dive package, press kits, and load card with the following specifications:

A. General Requirements

- Service Provider should be a DOT-Accredited Tour Operator
- Inclusive Date: July 11-15, 2022
- 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 NCR or 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

C. Specific Requirements

C.1 Transportation (Water Taxi)

- Roundtrip Water Taxi good for twenty-five (25) pax from Batangas City to Puerto Galera (July 12 and 15, 2022).

C.2 Transportation (Van Rental)

- Air-conditioned van (at least 12-seater) with stored supplies of face mask, face shield, and alcohol (sanitation kits);

- Must conform to the following itinerary:

- ✓ Whole day van rental within Puerto Galera x 3 days x 4 vans
- ✓ Van rental from Batangas City to Manila x 4 vans

C.3 Meals

Requirements for meals shall include the following:

- Full board meals good for 3 days for twenty-five (25) persons (July 13 – 15, 2022)

C.4 Sanitary Kits

- Twenty-five (25) packs containing:

- ✓ Tumbler

Materials: 650ml, Natural bamboo exterior with stainless steel inside, Double wall vacuum insulated, For hot or cold drinks (Good for up to 3 to 6 hours), Spill proof, customized logo, and Eco friendly

- ✓ Customized Dry Fit Shirts

Material: 100% Polyester fabric Available color option: Black with DOT official logos

- ✓ Drybag

Materials: 500D, Eco-friendly waterproof, PVC tarpaulin, Size: 20 L

- ✓ Sanitary Kits

Alcohol with 70% Solution (150 ml), Mask (Surgical Face Masks, 5 pcs), Travel Paper Soap, Insect repellent, and wet wipes

C.5 Load Card

- One (1) Php 300.00 load card for the project officer.

C.6 Accommodation

- Must be DOT-Accredited Accommodation Establishment
- Must provide room accommodation on July 13-15, 2022 for 25 pax
- Must have a stable WIFI connection
- Must have a 24-Hour Security
- Must have an In-house restaurant

C.7 Meals and Venue

- Must be DOT-Accredited Accommodation Establishment
- Must provide venue and meals (AM snack and Lunch) for the B2B Session good for 50 pax
- Must have a stable WIFI connection and standard projector with light and sound equipment
- Must have a 24-Hour Security
- Must have an In-house restaurant

C.8 Dive Package

- Must provide a 5 Dive Site package within Puerto Galera for 25 pax
- Rental of tank, weights and belt, boat, and dive guide

II. APPROVED BUDGET FOR THE CONTRACT

The Approved Budget for the Contract is **FIVE HUNDRED FORTY-EIGHT THOUSAND FIVE HUNDRED NINETY-SIX PESOS (P548,596.00)** 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

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