



## SUPPLEMENTAL/BID BULLETIN NO. 1

This Supplemental/Bid Bulletin is issued to all prospective bidders to clarify, modify and/or amend items in the Bidding Documents for **Procurement of Tour Operator Services for the Conduct of ESL Familiarization Tours with B2B on September 18 to 22, 2023 in Clark, Subic, and Baguio (Lot 1) and on September 25 to 29, 2023 in Cebu (Lot 2) (DOT-BAC-IB NO. 2023-017)**, as follows:

### ***I. Amendments to the Bidding Documents Under Section VII. Technical Specifications***

#### **I. SCOPE AND WORK DELIVERABLES** LOT 1-Clark, Subic, and Baguio

##### **A. International Air Tickets**

- **Provision of roundtrip economy class international air tickets inclusive of 7 kg carry-on baggage and at least 20 kg check-in baggage allowance per person per way**
- Participants: Education Agents from Hanoi, Vietnam
- No. of Pax: 10 pax

| Date               | Preferred Flight Details   | Requirements  |
|--------------------|--|---|
| September 18, 2023 | <b><u>Hanoi to Manila (Direct)</u></b><br><b><u>ETD: Between 0100H to 0300H</u></b><br><b><u>ETA: Between 0600H to 0800H</u></b> | <ul style="list-style-type: none"> <li>• Travel insurance</li> <li>• Tickets must be re-bookable</li> </ul> |
| September 22, 2023 | Manila to Hanoi (Direct)<br>ETD: Between 2200H to 2400H<br>ETA: Between 0000H to 0200H   |   |

\*If the above flights have been fully booked, the supplier may present the next available flight option provided that it will not exceed the prescribed budget.

- B. Ground arrangements for tour package (**roundtrip coaster transfers including luggages**, tour fees, single-sharing and twin-sharing accommodations, and full board meals);
- C. Driver must be familiar with the routes of CAR and Region III (inclusion of meals for the driver);
- D. Provision of Tour Guide/Coordinator for the arrival, inspection, and departure (inclusion of meals and accommodation);
- E. Provision of hygiene kits (1 eco-pouch containing 10 pieces of face masks, 1 spray bottle of 70% Solution Ethyl Alcohol (**at least 50ml**), handy pack tissue, and biodegradable wipes for all participants); and
- F. Coaster Rental (inclusive of professional driver fees, **bottled water on board**, driver's accommodation and meals, and applicable toll and parking fees);

| Date               | No. of Unit | Capacity and Route  |
|--------------------|-------------|---|
| September 18, 2023 | 1 coaster   | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b><br>Route: Manila – Clark<br>Rental Period: 20 hours |

|                    |           |   |
|--------------------|-----------|---|
| September 19, 2023 | 1 coaster | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b><br>Route: Clark<br>Rental Period: 20 hours                  |
| September 20, 2023 | 1 coaster | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b><br>Route: Clark – Subic - Baguio<br>Rental Period: 20 hours |
| September 21, 2023 | 1 coaster | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b><br>Route: Baguio<br>Rental Period: 20 hours                 |
| September 22, 2023 | 1 coaster | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b><br>Route: Baguio - Manila<br>Rental Period: 20 hours        |

- G. Clark Accommodation (4-Star Hotel **or similar** within Clark with DOT accreditation)

| No. of Pax                               | Room Type                   | Meals     | Check-In           | Check Out          |
|--|-----------------------------|-----------|--------------------|--------------------|
| <b><u>10 pax (Vietnamese Agents)</u></b> | 10 rooms (Single Occupancy) | Breakfast | September 18, 2023 | September 20, 2023 |

- H. Baguio City Accommodation (4-Star Hotel **or similar** within Baguio City with DOT accreditation)

| No. of Pax                               | Room Type                   | Meals     | Check-In           | Check Out          |
|--|-----------------------------|-----------|--------------------|--------------------|
| <b><u>10 pax (Vietnamese Agents)</u></b> | 10 rooms (Single Occupancy) | Breakfast | September 20, 2023 | September 22, 2023 |

- I. Clark Accommodation (**Based on E.O. 77 with DOT accreditation: within the vicinity of the Vietnamese Agents' accommodation**)

| No. of Pax                          | Room Type                       | Meals     | Check-In           | Check Out          |
|-------------------------------------|---------------------------------|-----------|--------------------|--------------------|
| <b><u>2 pax (DOT Personnel)</u></b> | 1 room (Twin-sharing Occupancy) | Breakfast | September 18, 2023 | September 20, 2023 |

- J. Baguio City Accommodation (**Based on E.O. 77 with DOT accreditation: within the vicinity of the Vietnamese Agents' accommodation**)

| No. of Pax                          | Room Type                       | Meals     | Check-In           | Check Out          |
|-------------------------------------|---------------------------------|-----------|--------------------|--------------------|
| <b><u>2 pax (DOT Personnel)</u></b> | 1 room (Twin-sharing Occupancy) | Breakfast | September 20, 2022 | September 22, 2023 |

- K. Meals

| Date               | No. of Pax | Remarks  |
|--------------------|------------|--|
| September 18, 2023 | 14 pax     | <b><u>Buffet Breakfast (upon arrival)</u></b><br>Plated Lunch <b><u>with one (1) round of drink</u></b><br>Plated Dinner <b><u>with one (1) round of drink</u></b> |
| September 19, 2023 |            | Plated Lunch <b><u>with one (1) round of drink</u></b><br>Plated Dinner <b><u>with one (1) round of drink</u></b>  |
| September 20, 2023 |            |  |
| September 21, 2023 |            |  |
| September 22, 2023 |            |  |

#### L. Tours

| Date               | No. of Pax | Type of Tour                    | Inclusions   |
|--------------------|------------|---------------------------------|--|
| September 19, 2023 | 14 pax     | Clark Safari                    | Clark Safari and Adventure Park Ticket   |
| September 20, 2023 |            | Pamulaklakin Trail/River Cruise | Sight Seeing; Ocular Inspection around the area and picture taking; Inclusive of a native guide; Mini-jungle tour; trekking in the forest of Subic Bay with a native guide & demonstration on how to survive inside the jungle; and Ecology Tour |
| September 22, 2023 |            | City tour in Baguio             | Half-day Baguio Tour with DOT-Accredited Tour Guide; Half-day: Botanical Garden, The Mansion, Mines View Park, Ibay's Silver Shop, Baguio Museum, and Burnham Park; Entrance Fees and Environmental Fees to sites included in the itinerary      |

#### M. Tour Itinerary

| DATE                                   | ACTIVITIES   |
|--|--|
| Day 1<br>18 September 2023<br>(Monday) | <ul style="list-style-type: none"> <li>- Arrival</li> <li>- <b>Breakfast</b></li> <li>- Lunch</li> <li>- Leave Manila for Clark</li> <li>- Arrive in Clark</li> <li>- Overnight</li> </ul> |
| Day 2                                  | <ul style="list-style-type: none"> <li>- Alpha Aviation</li> </ul>   |

|   |  |
|---|--|
| 19 September 2023<br>(Tuesday)            | <ul style="list-style-type: none"> <li>- Global Standard English Learning Center</li> <li>- Lunch</li> <li>- Help Academy</li> <li>- Clark Safari</li> <li>- Dinner</li> <li>- Overnight</li> </ul>  |
| Day 3<br>20 September 2023<br>(Wednesday) | <ul style="list-style-type: none"> <li>- Check-out</li> <li>- Proceed to Subic</li> <li>- Keystone Academy</li> <li>- Laminar Aviation</li> <li>- Lunch</li> <li>- Pamulaklakin Trail/River Cruise</li> <li>- Proceed to Baguio</li> <li>- Arrive in Baguio</li> <li>- Hotel Check-in</li> </ul> |
| Day 4<br>21 September 2023<br>(Thursday)  | <ul style="list-style-type: none"> <li>- MONOL Academy</li> <li>- Journey in Career</li> <li>- Lunch</li> <li>- Pines Academy</li> <li>- DOT/CALA Accredited school</li> <li>- Overnight</li> </ul>  |
| Day 5<br>22 September 2023<br>(Friday)    | <ul style="list-style-type: none"> <li>- Check-out</li> <li>- City tour in Baguio City</li> <li>- Leave Baguio for Manila</li> <li>- Lunch along the way</li> <li>- Arrive in Manila</li> <li>- Leave Manila for Hanoi</li> <li>- Arrive in Hanoi</li> </ul>                                     |

#### N. Travel Insurance

| Date                     | No. of Pax                                      | Remarks   |
|--------------------------|---|---|
| September 18 to 22, 2023 | 10<br><b><u>Vietnamese Education Agents</u></b> | For the Education Agents from Hanoi, Vietnam <b><u>covering emergency medical expenses including hospital charges and ambulance fees from the time the trip began from the international point of origin and terminates at the end of the itinerary</u></b> |

## II. SCOPE AND WORK DELIVERABLES LOT 2-Cebu

### A. International Air Tickets

- **Provision of roundtrip economy class international air tickets inclusive of 7 kg carry-on baggage and at least 20 kg check-in baggage allowance per person per way**
- Participants: Education Agents from Ho Chi Minh, Vietnam
- No. of Pax: 10 pax

| Date              | Preferred Flight Details          | Requirements   |
|-------------------|-----------------------------------|--|
| 25 September 2023 | Ho Chi Minh to Manila<br>(Direct) | <ul style="list-style-type: none"> <li>• Travel insurance</li> </ul> |

|                   |  |                               |
|-------------------|--|-------------------------------|
|                   | ETD: Between 0900H to 1100H<br>ETA: Between 1300H to 1500H                                   | • Tickets must be re-bookable |
| 29 September 2023 | Manila to Ho Chi Minh (Direct)<br>ETD: Between 1200H to 1400H<br>ETA: Between 1400H to 1600H |                               |

\*If the above flights have been fully booked, the supplier may present the next available flight option provided that it will not exceed the prescribed budget.

#### B. Domestic Air Tickets

- **Provision of roundtrip economy class domestic air tickets inclusive of 7 kg carry-on baggage and at least 20 kg check-in baggage allowance per person per way**
- Participants: Vietnamese Education Agents from Ho Chi Minh and DOT Personnel
- No. of Pax: 12 pax

| Date              | Preferred Flight Details  | Requirements  | Passenger Details   |
|-------------------|---|---|---|
| 25 September 2023 | Manila to Cebu (Direct)<br>ETD: Between 1500H to 1600H<br>ETA: Between 1700H to 1900H | <ul style="list-style-type: none"> <li>• Travel insurance</li> <li>• Tickets must be re-bookable</li> </ul> | <ul style="list-style-type: none"> <li>• <b><u>10 Education Agents from Ho Chi Minh, Vietnam (To be identified)</u></b></li> <li>• <b><u>2 DOT Personnel</u></b></li> </ul> |
| 29 September 2023 | Cebu to Manila (Direct)<br>ETD: Between 0800H to 1000H<br>ETA: Between 0900H to 1100H |   |   |

\*If the above flights have been fully booked, the supplier may present the next available flight option provided that it will not exceed the prescribed budget

**C.** Ground arrangements for tour package (**roundtrip coaster transfers including luggages**, tour fees, single-sharing and twin-sharing accommodations, and full board meals);

**D.** Driver must be familiar with the routes of Cebu City (inclusion of meals for the driver);

**E.** Provision of Tour Guide/Coordinator for the arrival, inspection, and departure (inclusion of meals and accommodation);

**F.** Provision of hygiene kits (1 eco-pouch containing 10 pieces of face masks, 1 spray bottle of 70% Solution Ethyl Alcohol (**at least 50ml**), handy pack tissue, and biodegradable wipes for all participants);

**G.** Coaster Rental (inclusive of professional driver fees, **bottled water on board**, driver's accommodation and meals, and applicable toll and parking fees);

| <b>Date</b>        | <b>No. of Units</b> | <b>Capacity and Route</b>  |
|--------------------|---------------------|--|
| September 25, 2023 | 1 coaster           | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b><br>Route: Cebu Mactan International Airport – Hotel<br>Rental Period: 10 hours |
| September 26, 2023 | 1 coaster           | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b><br>Route: Cebu City<br>Rental Period: 16 hours                                 |
| September 27, 2023 | 1 coaster           | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b><br>Route: Cebu City<br>Rental Period: 16 hours                                 |
| September 28, 2023 | 1 coaster           | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b><br>Route: Cebu City – Pescador Island - Hotel<br>Rental Period: 16 hours       |
| September 29, 2023 | 1 coaster           | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b><br>Route: Hotel - Cebu Mactan International Airport<br>Rental Period: 8 hours  |

**H. Cebu City Accommodation (4-Star Hotel or similar within Cebu City with DOT accreditation)**

| <b>No. of Pax</b>                                  | <b>Room Type</b>            | <b>Meals</b> | <b>Check-In</b>    | <b>Check Out</b>   |
|--|-----------------------------|--------------|--------------------|--------------------|
| <b><u>10 pax (Vietnamese Education Agents)</u></b> | 10 rooms (Single Occupancy) | Breakfast    | September 25, 2023 | September 29, 2023 |

**I. Cebu City Accommodation (Based on E.O. 77 with DOT accreditation; within the vicinity of the Vietnamese Agents' accommodation)**

| <b>No. of Pax</b>                   | <b>Room Type</b>                | <b>Meals</b> | <b>Check-In</b>    | <b>Check Out</b>   |
|-------------------------------------|---------------------------------|--------------|--------------------|--------------------|
| <b><u>2 pax (DOT Personnel)</u></b> | 1 room (Twin-sharing Occupancy) | Breakfast    | September 25, 2023 | September 29, 2023 |

**J. Meals**

| <b>Date</b>        | <b>No. of Pax</b> | <b>Remarks</b>  |
|--------------------|-------------------|---|
| September 25, 2023 | 14 pax            | Plated Lunch <b><u>with one (1) round of drink</u></b>  |
| September 26, 2023 | 14 pax            | Plated Dinner <b><u>with one (1) round of drink</u></b> |

|                    |        |  |
|--------------------|--------|--|
| September 27, 2023 | 14 pax | Plated Lunch <b><u>with one (1) round of drink</u></b>   |
| September 28, 2023 | 14 pax | Plated Lunch <b><u>with one (1) round of drink</u></b><br><b><u>Snack with one (1) round of drink</u></b><br>Plated Dinner <b><u>with one (1) round of drink</u></b> |
| September 29, 2023 | 14 pax | Plated Lunch <b><u>with one (1) round of drink</u></b>   |

#### K. Tours

| Date               | No. of Pax | Tours                         | Inclusion  |
|--------------------|------------|-------------------------------|--|
| September 28, 2023 | 14 pax     | <b><u>Pescador Island</u></b> | Bottled water; All taxes and fees; Entry/Admission to: Pescador Island |

#### L. Tour Itinerary

| DATE                                      | ACTIVITIES  |
|---|---|
| Day 1<br>25 September 2023<br>(Monday)    | - Arrival of Ho Chi Minh Group<br>- Leave Manila for Cebu<br>- Arrive in Cebu<br>- Hotel Check-in<br>- Dinner                                   |
| Day 2<br>26 September 2023<br>(Tuesday)   | - Center for Premier International Language Studies (CPILS)<br>- English Village Academy<br>- Lunch<br>- Philinter Education Center<br>- Dinner |
| Day 3<br>27 September 2023<br>(Wednesday) | - Lapu-lapu International College<br>- GLC<br>- Lunch<br>- B2B<br>- Dinner  |
| Day 4<br>28 September 2023<br>(Thursday)  | - <b><u>Pescador Island</u></b><br>- <b><u>Lunch</u></b><br>- Dinner  |
| Day 5<br>29 September 2023<br>(Friday)    | - Check-out<br>- Cebu to Manila<br>- Arrive in Manila<br>- Leave Manila for Ho Chi Minh<br>- Arrive in Ho Chi Minh                              |

#### M. Travel Insurance

| Date                     | No. of Pax                                      | Remarks   |
|--------------------------|---|---|
| September 25 to 29, 2023 | 10<br><b><u>Vietnamese Education Agents</u></b> | For the Education Agents from Hanoi, Vietnam <b><u>covering emergency medical expenses including hospital charges and ambulance fees from the time the trip began from the international point of origin and terminates at the end of the itinerary</u></b> |

Attached herewith is the revised Section VII. Technical Specifications.

All unamended portions of the Bidding Documents shall remain the same.

Please be advised that the **deadline of submission** and **opening of bids** will be on **04 August 2023 at 9:00 a.m. and 10:30 a.m.**, respectively.

This Supplemental/Bid Bulletin shall form an integral part of the Bidding Documents.

For the guidance and information of all concerned.

  
**ASEC. REYNALDO L. CHING**   
DOT-BAC Chairperson

28 July 2023



## Revised Technical Specifications

| Item | Specification | Statement of Compliance  |
|------|---------------|--|
|      |               | <p><i>[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under</i></p> |

|  |  |  |
|--|--|--|
|  |  | <p><i>evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i></p> |
|  | <p><b>PROJECT OBJECTIVES</b></p> <p>The conduct of Familiarization Tours with B2B in Cebu, Clark-Subic, and Baguio is an offshoot of OPMD's participation in the Begin Education Fairs in Hanoi and Ho Chi Minh, Vietnam in November and April 2023. The OPMD was joined by ESL and aviation schools from National Capital Region (NCR), Cordillera Administrative Region (CAR) and Region III which gave them the opportunity to showcase their offerings and conduct business with Vietnamese education agents. The agents showed great interest to visit the Philippines to gather more information on short-term English and review programs such as International English Language Test System (IELTS) and TOEFL, facilities of the schools, and quality of teachers. The first-ever familiarization tours for Vietnamese agents aim to educate the agents about the Philippines as a globally-competitive study English and aviation destination and create business opportunities for local stakeholders through partnerships with the tour participants.</p> |  |
|  | <p><b>MINIMUM REQUIREMENTS</b></p> <p>A. Must be a tour operator / ground handler / travel agency accredited by the Department of Tourism (DOT);</p> <p>B. Must be registered with the Philippine Government</p>   |  |

Electronic Procurement Systems (PhilGEPS); and  
 C. Must be willing to provide services on send-bill arrangement.

**SCOPE OF WORK AND DELIVERABLES**

**LOT 1-Clark, Subic, and Baguio**

A. International Air Tickets

- **Provision of roundtrip economy class international air tickets inclusive of 7 kg carry-on baggage and at least 20 kg check-in baggage allowance per person per way**
- Participants: Education Agents from Hanoi, Vietnam
- No. of Pax: 10 pax

| <b>Date</b>        | <b>Preferred Flight Details</b>  | <b>Requirements</b>   |
|--------------------|--|---|
| September 18, 2023 | <b><u>Hanoi to Manila (Direct)</u></b><br><b><u>ETD: Between 0100H to 0300H</u></b><br><b><u>ETA: Between 0600H to 0800H</u></b> | <ul style="list-style-type: none"> <li>• Travel insurance</li> <li>• Tickets must be re-bookable</li> </ul> |
| September 22, 2023 | Manila to Hanoi (Direct)<br>ETD: Between 2200H to 2400H<br>ETA: Between 0000H to 0200H   |   |

\*If the above flights have been fully booked, the supplier may present the next available flight option provided that it will not exceed the prescribed budget.

B. Ground arrangements for tour package (**roundtrip**)

**coaster transfers including luggages**, tour fees, single-sharing and twin-sharing accommodations, and full board meals);

- C. Driver must be familiar with the routes of CAR and Region III (inclusion of meals for the driver);
- D. Provision of Tour Guide/Coordinator for the arrival, inspection, and departure (inclusion of meals and accommodation);
- E. Provision of hygiene kits (must include: 1 eco-pouch, 10 pieces of face masks, 1 spray bottle of 70% Solution Ethyl Alcohol (**at least 50ml**), handy pack tissue, and biodegradable wipes for all participants.
- F. Coaster Rental (inclusive of professional driver fees, driver's accommodation and meals, and applicable toll and parking fees);

| Date               | No. of Units | Capacity and Route  |
|--------------------|--------------|---|
| September 18, 2023 | 1 coaster    | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b><br>Route: Manila – Clark<br>Rental Period: 20 hours         |
| September 19, 2023 | 1 coaster    | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b><br>Route: Clark<br>Rental Period: 20 hours                  |
| September 20, 2023 | 1 coaster    | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b><br>Route: Clark – Subic - Baguio<br>Rental Period: 20 hours |
| September 21, 2023 | 1 coaster    | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b><br>Route: Baguio<br>Rental Period: 20 hours                 |
| September 22, 2023 | 1 coaster    | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b><br>Route: Baguio - Manila<br>Rental Period: 20 hours        |

- G. Clark Accommodation (4-Star Hotel **or similar** within Clark with DOT accreditation)

| No. of Pax           | Room Type                   | Meals     | Check-In           | Check Out          |
|----------------------|-----------------------------|-----------|--------------------|--------------------|
| <b><u>10 pax</u></b> | 10 rooms (Single Occupancy) | Breakfast | September 18, 2023 | September 20, 2023 |

|   |  |  |  |  |
|---|--|--|--|--|
| <b>(Viet<br/>name<br/>se<br/>Agen<br/>ts)</b> |  |  |  |  |
|---|--|--|--|--|

H. Baguio City Accommodation (4-Star Hotel or similar within Baguio City with DOT accreditation)

| No. of Pax  | Room Type                             | Meals     | Check-In              | Check Out             |
|---|---------------------------------------|-----------|-----------------------|-----------------------|
| <b><u>10 pax</u></b><br><b>(Vietna<br/>mese<br/>Agents)</b> | 10 rooms<br>(Single<br>Occupancy<br>) | Breakfast | September<br>20, 2023 | September<br>22, 2023 |

I. Clark Accommodation (**Based on E.O. 77 with DOT accreditation; within the vicinity of the Vietnamese Agents' accommodation**)

| No. of Pax   | Room Type                                  | Meals     | Check-In                  | Check Out             |
|--|--|-----------|---------------------------|-----------------------|
| <b><u>2 pax</u></b><br><b>(DOT<br/>Person<br/>nel)</b> | 2 rooms<br>(Twin-<br>sharing<br>Occupancy) | Breakfast | Septem<br>ber 18,<br>2023 | September<br>20, 2023 |

J. Baguio City Accommodation (**Based on E.O. 77 with DOT accreditation; within the vicinity of the Vietnamese Agents' accommodation**)

| No. of Pax   | Room Type   | Meals     | Check-In              | Check Out             |
|--|---|-----------|-----------------------|-----------------------|
| <b><u>2 pax</u></b><br><b>(DO<br/>T<br/>Pers<br/>onne<br/>l)</b> | 2<br>rooms<br>(Twin<br>-<br>sharin<br>g<br>Occup<br>ancy) | Breakfast | September<br>20, 2023 | September<br>22, 2023 |

K. Meals

| Date               | No. of Pax | Remarks  |
|--------------------|------------|--|
| September 18, 2023 |            | <b><u>Buffet Breakfast</u></b><br><b><u>(upon arrival)</u></b> |

|                    |        |   |
|--------------------|--------|---|
|                    | 14 pax | Plated Lunch <b><u>with one (1) round of drink</u></b><br>Plated Dinner <b><u>with one (1) round of drink</u></b> |
| September 19, 2023 | 14 pax | Plated Lunch <b><u>with one (1) round of drink</u></b><br>Plated Dinner <b><u>with one (1) round of drink</u></b> |
| September 20, 2023 |        |   |
| September 21, 2023 |        |   |
| September 22, 2023 |        |   |

L. Tours

| Date               | No. of Pax | Type of Tour                    | Inclusions   |
|--------------------|------------|---------------------------------|--|
| September 19, 2023 | 14 pax     | Clark Safari                    | Clark Safari and Adventure Park Ticket   |
| September 20, 2023 |            | Pamulaklakin Trail/River Cruise | Sight Seeing; Ocular Inspection around the area and picture taking; Inclusive of a native guide; Mini-jungle tour; trekking in the forest of Subic Bay with a native guide & demonstration on how to survive inside the jungle; and Ecology Tour |
| September 22, 2023 |            | City tour in Baguio             | Half-day Baguio Tour with DOT-Accredited Tour Guide; Half-day: Botanical Garden, The Mansion, Mines View Park, Ibay's Silver Shop, Baguio Museum, and Burnham Park;  |

|  |  |  |   |
|--|--|--|---|
|  |  |  | Entrance Fees and Environmental Fees to sites included in the itinerary; and Complimentary snacks and water |
|--|--|--|---|

M. Tour Itinerary

| DATE   | ACTIVITIES   |
|--|--|
| Day 1<br>18 September<br>2023 (Monday)       | <ul style="list-style-type: none"> <li>- Arrival</li> <li>- <b><u>Breakfast</u></b></li> <li>- Lunch</li> <li>- Leave Manila for Clark</li> <li>- Arrive in Clark</li> <li>- Overnight</li> </ul>  |
| Day 2<br>19 September<br>2023 (Tuesday)      | <ul style="list-style-type: none"> <li>- Alpha Aviation</li> <li>- Global Standards</li> <li>- Lunch</li> <li>- Help Academy</li> <li>- Clark Safari</li> <li>- Dinner</li> <li>- Overnight</li> </ul>   |
| Day 3<br>20 September<br>2023<br>(Wednesday) | <ul style="list-style-type: none"> <li>- Check-out</li> <li>- Proceed to Subic</li> <li>- Keystone Academy</li> <li>- Laminar Aviation</li> <li>- Lunch</li> <li>- Pamulaklakin Trail/River Cruise</li> <li>- Proceed to Baguio</li> <li>- Arrive in Baguio</li> <li>- Hotel Check-in</li> </ul> |
| Day 4<br>21 September<br>2023 (Thursday)     | <ul style="list-style-type: none"> <li>- MONOL Academy</li> <li>- Journey in Career</li> <li>- Lunch</li> <li>- Pines Academy</li> <li>- DOT/CALA Accredited school</li> <li>- Overnight</li> </ul>  |

|  |  |
|--|--|
| Day 5<br>22 September<br>2023 (Friday) | <ul style="list-style-type: none"> <li>- Check-out</li> <li>- City tour in Baguio City</li> <li>- Leave Baguio for Manila</li> <li>- Lunch along the way</li> <li>- Arrive in Manila</li> <li>- Leave Manila for Hanoi</li> <li>- Arrive in Hanoi</li> </ul> |
|--|--|

N. Travel Insurance

| Date                     | No. of Pax                                      | Remarks   |
|--------------------------|---|---|
| September 18 to 22, 2023 | 10<br><b><u>Vietnamese Education Agents</u></b> | Education Agents from Hanoi, Vietnam <b><u>covering emergency medical expenses including hospital charges and ambulance fees from the time the trip began from the international point of origin and terminates at the end of the itinerary</u></b> |

LOT 2-Cebu

A. International Air Tickets

- **Provision of roundtrip economy class international air tickets inclusive of 7 kg carry-on baggage and at least 20 kg check-in baggage allowance per person per way**
- Participants: Education Agents from Ho Chi Minh, Vietnam
- No. of Pax: 10 pax

| Date | Preferred Flight Details | Requirements |
|------|--------------------------|--------------|
|------|--------------------------|--------------|



|                         |   |   |
|-------------------------|---|---|
| 25<br>September<br>2023 | Ho Chi Minh to<br>Manila (Direct)<br>ETD: Between<br>0900 to 1100H<br>ETA: Between<br>1300H to 1500H  | <ul style="list-style-type: none"> <li>• Travel insurance</li> <li>• Tickets must be re-bookable</li> </ul> |
| 29<br>September<br>2023 | Manila to Ho Chi<br>Minh (Direct)<br>ETD: Between<br>1200H to 1400H<br>ETA: Between<br>1400H to 1600H |   |

\*If the above flights have been fully booked, the supplier may present the next available flight option provided that it will not exceed the prescribed budget.

B. Domestic Air Tickets

- **Provision of roundtrip economy class domestic air tickets inclusive of 7 kg carry-on baggage and at least 20 kg check-in baggage allowance per person per way**
- Participants: DOT Personnel, and Vietnamese Education Agents from Ho Chi Minh
- No. of Pax: 12 pax

| Date                    | Preferred Flight Details  | Requirements  | Passenger Details   |
|-------------------------|---|---|---|
| 25<br>September<br>2023 | Manila to Cebu (Direct)<br>ETD: Between 1500H to 1600H<br>ETA: Between 1700H to 1900H | <ul style="list-style-type: none"> <li>• Travel insurance</li> <li>• Tickets must be re-bookable</li> </ul> | <ul style="list-style-type: none"> <li>• <b><u>10 Education Agents from Ho Chi Minh, Vietnam (To be identified)</u></b></li> <li>• <b><u>2 DOT Personnel</u></b></li> </ul> |

|                           |   |  |  |
|---------------------------|---|--|--|
| 29<br>September<br>r 2023 | Cebu to<br>Manila<br>(Direct)<br>ETD:<br>Between<br>0800H to<br>1000H<br>ETA:<br>Between<br>0900H to<br>1100H |  |  |
|---------------------------|---|--|--|

\*If the above flights have been fully booked, the supplier may present the next available flight option provided that it will not exceed the prescribed budget

C. Ground arrangements for tour package (**roundtrip coaster transfers including luggages**, tour fees, single-sharing and twin-sharing accommodations, and full board meals);

D. Driver must be familiar with the routes of Cebu City (inclusion of meals for the driver);

E. Provision of Tour Guide/Coordinator for the arrival, inspection, and departure (inclusion of meals and accommodation);

F. Provision of hygiene kits (must include: 1 eco-pouch, 10 pieces of face masks, 1 spray bottle of 70% Solution Ethyl Alcohol (**at least 50ml**), handy pack tissue, and biodegradable wipes for all participants;

G. Coaster Rental (inclusive of professional driver fees, **bottled water on board**, driver's accommodation and meals, and applicable toll and parking fees);

| Date               | No. of Units | Capacity and Route   |
|--------------------|--------------|--|
| September 25, 2023 | 1 coaster    | <b>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</b> Route: Cebu Mactan International Airport – Hotel<br>Rental Period: 10 hours |
| September 26, 2023 | 1 coaster    | <b>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</b> Route: Cebu City<br>Rental Period: 16 hours                                 |

|                    |           |  |
|--------------------|-----------|--|
| September 27, 2023 | 1 coaster | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b> Route: Cebu City<br>Rental Period: 16 hours                                |
| September 28, 2023 | 1 coaster | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b> Route: Cebu City<br>Rental Period: 16 hours                                |
| September 29, 2023 | 1 coaster | <b><u>Coaster Seating Capacity: Must accommodate 14 pax including the participant's luggage</u></b> Route: Hotel - Cebu Mactan International Airport<br>Rental Period: 8 hours |

H. Cebu City Accommodation (4-Star Hotel **or similar** within Cebu City with DOT accreditation)

| No. of Pax   | Room Type                   | Meals     | Check-In           | Check Out          |
|--|-----------------------------|-----------|--------------------|--------------------|
| <b><u>10 pax (Vietnamese Education Agents)</u></b> | 10 rooms (Single Occupancy) | Breakfast | September 25, 2023 | September 29, 2023 |

I. Cebu City Accommodation (**Based on E.O. 77 with DOT accreditation; within the vicinity of the Vietnamese Agents' accommodation**)

| No. of Pax                          | Room Type                        | Meals     | Check-In           | Check Out          |
|-------------------------------------|----------------------------------|-----------|--------------------|--------------------|
| <b><u>2 pax (DOT Personnel)</u></b> | 2 rooms (Twin-sharing Occupancy) | Breakfast | September 25, 2023 | September 29, 2023 |

J. Meals

| Date               | No. of Pax | Remarks   |
|--------------------|------------|---|
| September 25, 2023 | 14 pax     | Plated Lunch <b><u>with one (1) round of drink</u></b><br>Plated Dinner <b><u>with one (1) round of drink</u></b> |
| September 26, 2023 | 14 pax     |   |

|                    |        |   |
|--------------------|--------|---|
| September 27, 2023 | 14 pax | Plated Lunch <u>with one (1) round of drink</u>   |
| September 28, 2023 | 14 pax | Plated Lunch <u>with one (1) round of drink</u><br><u>Snack with one (1) round of drink</u><br>Plated Dinner <u>with one (1) round of drink</u> |
| September 29, 2023 | 14 pax | Plated Lunch <u>with one (1) round of drink</u>   |

K. Tours

| Date               | No. of Pax | Tours                  | Inclusion  |
|--------------------|------------|------------------------|--|
| September 28, 2023 | 14 pax     | <u>Pescador Island</u> | Bottled water; All taxes and fees; Snacks; Entry/Admission to: Kawasan Falls, Pescador Island, and Cebu Island |

L. Tour Itinerary

| DATE                                 | ACTIVITIES  |
|--------------------------------------|---|
| Day 1<br>25 September 2023 (Monday)  | <ul style="list-style-type: none"> <li>- Arrival of Ho Chi Minh Group</li> <li>- Leave Manila for Cebu</li> <li>- Arrive in Cebu</li> <li>- Hotel Check-in</li> <li>- Dinner</li> </ul>                                   |
| Day 2<br>26 September 2023 (Tuesday) | <ul style="list-style-type: none"> <li>- Center for Premier International Language Studies (CPILS)</li> <li>- English Village Academy</li> <li>- Lunch</li> <li>- Philinter Education Center</li> <li>- Dinner</li> </ul> |

|  |  |   |
|--|--|---|
| Day 3<br>27 September<br>2023<br>(Wednesday) | - Lapu-lapu International College<br>- GLC<br>- Lunch<br>- B2B<br>- Dinner   |   |
| Day 4<br>28 September<br>2023<br>(Thursday)  | - <b><u>Pescador Island</u></b><br>- <b><u>Lunch</u></b>   |   |
| Day 5<br>27 September<br>2023 (Friday)       | - Check-out<br>- Cebu to Manila<br>- Arrive in Manila<br>- Leave Manila for Ho Chi Minh<br>- Arrive in Ho Chi Minh |   |
| M. Travel Insurance                          |  |   |
| <b>Date</b>                                  | <b>No. of Pax</b>  | <b>Remarks</b>  |
| September 25 to 29, 2023                     | <b><u>10 Vietnamese Education Agents</u></b>   | Education Agents from Ho Chi Minh, Vietnam <b><u>covering emergency medical expenses including hospital charges and ambulance fees from the time the trip began from the international point of origin and terminates at the end of the itinerary</u></b> |

Conforme:

\_\_\_\_\_  
Name of Bidder's/Representative

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date