

PURCHASE ORDER

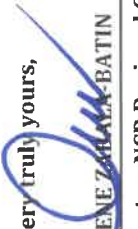
DEPARTMENT OF TOURISM - National Capital Region

Supplier	JIMWELL TRAVEL AND TOURS		P. O. No.	NCR-23-141
Address	Unit No. G-12 Antel Seaview Towers 2626, Roxas Boulevard, Pasay City			
Telephone	0917-624-7004 / 8353-9921			
Gentlemen :			Date	November 20, 2023
			Mode of Procurement :	NP 53.9 - Small Value Procurement

Please furnish this office the following articles subject to the terms & conditions contained herein:

Place of Delivery :	Metro Manila & Baguio City	Delivery Term :	Five (5) days
Date of Delivery :	November 24 – 28, 2023	Payment Term :	Government Procedure

Stock No.	Unit	Quantity	Description	Unit Cost	Amount										
	LOT	1 (One)	GROUND HANDLING AND TRANSPORT SERVICES PROJECT NAME : NORTH LUZON TRAVEL EXPO 2024 III. SCOPE OF WORK / DELIVERABLES Date of Engagement: Implementation Date : November 24 – 28, 2023 Area : Baguio City A. TRANSPORTATION - Use of 2 (two) Vans for DOT Regional Staff and invited Metro Manila Stakeholders for the following dates, details, and itinerary: 2 Van Hire in Manila - DOT Office to Baguio City and Vice versa - November 24, 2023 – DOT Office to Baguio City + Baguio City Transfers - November 25-27, 2023 – Baguio City Transfers (10 hours use per day) - November 28, 2023 – Baguio City Transfers + Baguio City to DOT Office 2 units of air-conditioned van - Inclusive of Driver, Driver's Meals and Accommodation, Fuel, Parking, Toll Fees, Driver's Fee - Driver must be fully vaccinated 66,916.00/van x 2 vans = 133,832.00 - Tolls (NLEX, SCTEX, TPLEX) = 3,294.00 B. Accommodation - Standard Hotel/Mabuhay Accommodation - Air conditioned - Breakfast must be included - With Internet connection - Accommodation must be 2 - 4km from the exhibition venue - Accommodation must be DOT Accredited For DOT-NCR Staff 6 DOT-NCR Staff21,600.00 Php 1,800.00/night X 4 nights X 3 rooms 2 DOT-NCR Staff1,800.00 Php 1,800/night X 1 night X 1 room For invited Tour Operators 36,000.00 Php 3,000.00/night X 4 nights X 3 rooms C. MEALS STAFF MEALS Meal – Php 540 x 5 days x 6 pax Php 520 x 2 days x 2 pax Total: 18,360.00 STAKEHOLDER MEALS Meal – Php 500 x 5 days x 3 pax x 2 meals Total: Php 15,000.00 Approved Budget for the Contract (ABC) <table><tr><td>Breakdown</td><td></td></tr><tr><td>Transportation</td><td>136,926.00</td></tr><tr><td>Accommodation</td><td>59,400.00</td></tr><tr><td>Meals</td><td>33,360.00</td></tr><tr><td>Total</td><td>229,686.00</td></tr></table> Minimum requirements of Tour Operator: A. Must be accredited by the DOT and must abide to the Memorandum Circular on the Health and Safety Guidelines Governing the Operations of Travel and Tour Agencies and Tour Guides under the New Normal; B. Must allow flexible rebooking dates for accommodation with minimal fees, if applicable; C. Provision of first aid medical kit for the group; D. Willing to provide services on send-bill arrangement.	Breakdown		Transportation	136,926.00	Accommodation	59,400.00	Meals	33,360.00	Total	229,686.00	229,000.00	229,000.00
Breakdown															
Transportation	136,926.00														
Accommodation	59,400.00														
Meals	33,360.00														
Total	229,686.00														

Approved Budget for the Contract (ABC): Php 229,686.00 Pesos : Two Hundred Twenty-Nine Thousand Six Hundred Eighty-Six Only * Inclusive of all applicable taxes, BIR/VAT/government taxes/service charges/and other applicable taxes and charges net upon completion of the project and delivery of all requirements as agreed upon. Government procedure and subject to appropriate government usage		
-----nothing follows-----		
(Total Amount in Words)	Pesos : TWO HUNDRED TWENTY-NINE THOUSAND ONLY (inclusive of all applicable government taxes)	229,000.00
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.		
Conforme :	 Ador S. Costa Signature over printed name 12/NOV/23 Very truly yours,  SHARLENE ZABALA-BATIN Regional Director, NCR Regional Office	
Funds Available :	 JOYLYN O. RICOHERMOZO Accountant II Amount : 229,000.00 ALOBS No. 23-12-8594	