

TECHNICAL SPECIFICATIONS

- I. **PROJECT TITLE:** DOT participation to FITUR 2025
January 18 to 28, 2025 (inclusive of travel time)

II. **BACKGROUND:**

The Department of Tourism (DOT) is in need of the services of a DOT-accredited, Metro Manila-based tour operator or travel agent (preferably IATA member) engaged in the business of providing international air tickets in connection with the official travel of the OUSEC – TD and OPMD officers to Madrid, Spain to participate in the FITUR 2025 which will be held on January 22 to 26, 2025.

III. **OBJECTIVES:**

The following are OPMD's objectives for its participation in FITUR 2025:

- Strengthen awareness and interest about Philippine destinations and tourism products among the Spanish travel trade and consumers; and
- Increase the number of PH-based tour operators/ co-exhibitors from eight to ten companies to participate in FITUR 2025 to generate more engagements and business leads for Philippine tour programs for the Ibero-America market;
- Provide the Philippine private sector partners with a global platform to conduct business-to-business meetings to pursue linkages, renew contracts, or gather new business leads with their Spanish/ Portuguese counterparts, and sell more Philippine packages to the visiting consumers;

IV. **MINIMUM REQUIREMENTS:**

- A. Must be DOT-accredited and based in Metro Manila;
- B. Must be willing to provide services on send-bill arrangement;
- C. Must have experience in handling DOT Central Office travel arrangements within the last two years;

V. **SCOPE OF WORK**

1. Three (3) round-trip international economy-class air tickets

Itinerary:

Date:	Route:	Flight details and timings:	Remarks:
Jan. 18,2025	Manila – Dubai, UAE	preferably evening flight from Manila	3-4 hrs. layover in Dubai
Jan. 19,2025	Dubai – Madrid, Spain	preferably morning flight from Dubai	afternoon arrival in Madrid
Jan. 27,2025	Madrid – Dubai, UAE	preferably afternoon flight from Madrid	3-4 hrs. layover in Dubai
Jan. 28,2025	Dubai, UAE – Manila	preferably, morning flight from Dubai	afternoon or evening arrival

Passenger Names:

- **Ms. Azucena C. Pallugna** – Passport number: S0028445A
- **Mr. Stalingrad F. Samson** – Passport number: S0031036A
- **Ms. Elaine Joy R. Serrano** – Passport number: S0026226A

Luggage Allowance (per passenger): 35 kgs. each

Other Requirements:

- Includes international travel insurance for each passenger (for the duration of the travel)
- Supplier must be DOT Accredited tour operator or travel agent
- **Airline tickets must be re-bookable, re-routable and refundable**
- **Show breakdown of quotation (taxes and charges, fuel charges and service charges), or taxes shall be levied on the total proposed amount**
- Amenable to send-bill arrangement/government procedure
- Financial bid/proposal shall be converted to Philippine currency

Travel Insurance: _____ International travel insurance for up to 10 days to Europe for three (3) pax

VI. **APPROVED BUDGET OF THE CONTRACT**

Total Estimated Budget: **Php 343,646.31**

(Three Hundred Forty-Three Thousand Six Hundred Forty-Six Pesos and 31/100)

CONTACT PERSONS:

Contact Person(s):


MR. STALINGRAD F. SAMSON

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APPROVED BY:



AZUCENA C. PALLUGNA

Director, Office of Market Development 