

DEPARTMENT OF TOURISM
National Capital Region
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Email: dotncr.bac@tourism.gov.ph

Date: March 26, 2025

GENTLEMEN:

REQUEST FOR QUOTATION

Kindly quote to us your latest price(s) on the following item(s):

QTY	UNIT	ITEM/DESCRIPTION/SPECIFICATION	UNIT PRICE
		TOUR OPERATOR (GROUND HANDLING SERVICES)	
1 (ONE)	LOT	PROJECT NAME : HOSTING OF THE HOHO TOUR FOR INTERNATIONAL DELEGATES OF THE 7TH GLOBAL MINISTERIAL SUMMIT ON PATIENT SAFETY	
		I. BRIEF BACKGROUND : Tourism serves as a key driver for economic growth, cultural exchange, and international relations. As part of the Philippines' commitment to showcasing its rich heritage and vibrant culture, the Department of Health (DOH), in partnership with the Asian Development Bank (ADB), is organizing the 7th Global Ministerial Summit on Patient Safety on April 3-4, 2025, at the ADB Headquarters in Metro Manila. This global gathering will convene health ministers, patient safety experts, and international stakeholders to discuss advancements in healthcare safety and innovation. Recognizing the significance of cultural immersion in strengthening diplomatic and professional ties, the Department of Tourism National Capital Region (DOT-NCR) has been requested to facilitate a Hop On Hop Off (HOHO) Tour for the summit's delegates. This initiative aligns with the government's ongoing efforts to promote the Philippines as a premier global tourism destination while offering an engaging cultural experience for visiting dignitaries who form a substantial part of the summit's attendees.	
		II. OBJECTIVES / GOALS : The primary objective of this initiative is to provide an enriching and memorable experience for the international delegates while strategically promoting Manila as a top travel destination. In line with this, the tour aims to: 1. Provide delegates of the 7th Global Ministerial Summit on Patient Safety with a structured and immersive cultural experience in Metro Manila. 2. Showcase the rich history and heritage of the region by visiting key landmarks that reflect the country's diverse cultural influences. 3. Strengthen bilateral relations by offering delegates firsthand exposure to the country's tourism sector and cultural identity. 4. Ensure a seamless and organized tour experience in coordination with the DOT-NCR, promoting the Philippines' capability to host world-class events. 5. Enhance international perception of the Philippines as a safe, culturally rich, and attractive travel destination.	
		III. SCOPE OF SERVICES / SPECIFICATIONS :	
		Date of Engagement: April 2, 2025 HOHO Curated Tours (Manila Heritage Tour) For 55 pax (Inernational and Local Delegates, Global Ministerial Summit Secretariat, DOT NCR Secretariat) on April 2, 2025. - To provide a Hop-On Hop Off Tour day pass; - To provide a DOT Accredited Tour guides; - To provide light AM and PM snacks and bottled water; - To include all payments of entrances, - To include insurance; - To include coordinators for the tour; - To submit a documentation report after the implementation.	

		TOUR ITINERARY <ul style="list-style-type: none">- Pick up at hotel accommodation in Pasay or Makati (TBD)- Rolling Tour and Photo Shoot Luneta- National Museum of the Philippines Complex- Casa Manila- Fort Santiago- Destileria Limtuaco Museum- Centro de Turismo Intramuros <i>(Final itinerary will be for approval of the project officer)</i>	
		MINIMUM REQUIREMENTS :	
		A. Must have certificate of onboarding from Project Integrator of Hop On Hop Off; 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.	
		Documentary Requirements to be Submitted:	
		<ul style="list-style-type: none">• Mayor's Business Permit• PHILGEPS Registration• Notarized Omnibus Sworn Statement• DOT Accreditation Certificate	
		Approved Budget for the Contract (ABC): Php 176,946.00 Pesos : One Hundred Seventy-Six Thousand Nine Hundred Forty-Six Only <small><i>* inclusive of all applicable taxes, EVAT/VAT/government taxes/service charge/and other applicable taxes and charges net upon completion of the project and delivery of all requirements as agreed upon.</i></small> <small><i>Government procedure and subject to appropriate government taxes</i></small>	
		Contact Persons: Collins Karla E. Telmo - cetelmo@tourism.gov.ph Jenny Anne Paul D. Gatus - jdgatus@tourism.gov.ph	
		Please quote your lowest price for the above requirements and submit your quotation along with documentary requirements VIA PERSONAL SERVICE AND/ OR COURIER in three (3) original sets IN A SEALED ENVELOPE to this office address: DOT NCR BAC SECRETARIAT Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat 7840 Makati Avenue, Poblacion, Makati City	
		Note: Deadline of submission is on March 31, 2025 at 8:00 AM	

This office desires to place an order for the above item(s) with the minimum delay. Your firm quotation will help us very much in placing the order. Thank you

PRINT NAME OF DEALER/SUPPLIER

ADDRESS OF DEALER/SUPPLIER

CONTACT NUMBER(s)

TIN: _____

Email Address

LANDBANK ACCOUNT NUMBER

AUTHORIZED SIGNATURE OVER PRINT NAME