

TECHNICAL SPECIFICATIONS

Procurement of Services of an Accredited Tour Operator/ Travel Agency for the ground arrangements, airfare ticket, boat fare, transportation and meals for the conduct of 2025 Simultaneous Tourism Product Market Survey (TPMS) in MIMAROPA Region on May 19-29, 2025 (inclusive of travel time)

I. Objectives:

1. To identify the general visitor profile and travel characteristics in the destinations of MIMAROPA;
2. To measure the market and products that are currently available and how to enhance policy making;
3. To analyze the spending pattern in evolving tourism trends;
4. To identify opportunities as well as deficiencies in the current market and product offering;
5. To assess its potential plans, programs and activities along with the changing environment, market trends, changing preference of consumers and the like

II. Scope of Service:

The service provider should be able to provide the airfare, transportations, transfers, accommodation, meals, meeting venue of participants with the following specifications:

1. Service Provider should be a DOT-Accredited Tour Operator/ Travel Agency
2. Inclusive Date: May 19-29, 2025
3. Amenable to send-bill arrangement/government procedure
4. 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.
5. Tour Operator is preferably based in the MIMAROPA Region

Documentary Requirements:

1. Mayor's/Business Permit
2. Proof of PhilGEPS Registration
3. Original/ Certified True Copy of Omnibus Sworn Statement
4. Valid DOT Accreditation Certificate
5. Registration Certificate from SEC/ DTI Permit
6. BIR Certification with updated Annual Income Tax Return (ITR)

Note: All documentary requirements and proposal shall be sent via e-mail at: dot4b.bacsecretariat@gmail.com

III. SPECIFIC REQUIREMENTS

The following are the specific requirements to be delivered for the activity that will be conducted, *to wit*:

A. Airfare

1. One (1) roundtrip flight ticket with 20kgs baggage allowance each way on:
 - May 19, 2025: Manila-Puerto Princesa (morning flight)
 - May 28, 2024: Puerto Princesa- Manila
 - Passenger Name:** (MS) Jay S. De Guzman
 - DOB: November 14, 1992
2. One (1) one-way airfare ticket with 20kgs baggage allowance on:
 - May 29, 2025: Caticlan – Manila (afternoon flight)
 - Passenger Name:** (MS) Ma. Ednelliza C. Balagtas
 - DOB: October 2, 1998

B. Boat Fare

Purchase of boat fare ticket in the following areas:

Marinduque

- May 20, 2024: Dalahican Port (Lucena, Quezon) to Balanacan Port (Mogpog, Marinduque) for 1 pax
- May 23, 2025: Sta. Cruz town to Maniwaya Island for 1 pax
- May 24, 2025: Maniwaya Island to Sta. Cruz town proper for 1 pax
- May 25, 2024: Balanacan Port (Mogpog, Marinduque) to Dalahican Port (Lucena, Quezon) for 1 pax

Tablas Island, Romblon

- May 26, 2025: Sta. Fe Port to Ambulong Port, San Jose for 1 pax
- May 29, 2024: Ambulong Port, San Jose to Caticlan Port for 1 pax

Palawan

- May 21, 2025: El Nido Terminal to Coron Port for 1 pax
- May 22, 2025: Boat rental to Caluit Safari Park for 3 pax
- May 23, 2025: Boat rental to Kayangan Lake for 3 pax
- May 24, 2025: Coron Port to El Nido Terminal for 1 pax

C. Van hire and other motor vehicle transportation

One (1) Unit of Van Rental (at least 12-seater) with stored supplies of face mask, umbrella, water and first aid kits and other mode of motor vehicle to transfer within the survey points in the following areas:

Occidental Mindoro and Oriental Mindoro

- May 21, 2025: Van rental from Puerto Galera – Roxas – Bulalacao to San Jose, Occidental Mindoro
- May 22, 2025: San Jose – Sablayan – Abra De Ilog
- May 23, 2025: Abra De Ilog – Sablayan – San Jose
- May 24, 2025: San Jose, Occidental Mindoro to Bulalacao and Roxas, Oriental Mindoro
- May 25, 2025: Roxas to Calapan City

Marinduque

- May 20, 2025: DOT MIMAROPA Office, Mandaluyong to Boac, Marinduque
- May 21, 2025: Boac-Sta. Cruz –Torrijos
- May 24, 2025: Sta. Cruz –Torrijos
- May 25, 2025: Buenavista - Boac – Mogpog
- Motor vehicle transfer on May 22-23, 2025 in Maniwaya Island
- Motor vehicle transfer on May 26, 2025 to Balanacan Port
- May 26, 2025: Bus fare from Lucena to Manila

Tablas Island and Romblon, Romblon

- May 22, 2025: Odiongan to San Agustin
- May 24, 2025: San Agustin to Odiongan
- May 25, 2025: Odiongan to Looc Fish Sanctuary
- May 26, 2024: Odiongan to Sta. Fe
- Motor vehicle transfer on May 23, 2025 in Romblon, Romblon
- Motor vehicle transfer on May 27, 2025 in San Jose

Puerto Princesa City, North Palawan and Calamianes

- May 20, 2025: Puerto Princesa - San Vicente- El Nido
- May 22, 2025: Coron - Busuanga Airport - Caluit Safari Park – Coron
- May 24, 2025: El Nido Seaport – Lio Airport and survey points
- May 25, 2025: El Nido – San Vicente
- May 26, 2025: San Vicente – Puerto Princesa Airport – City proper
- May 27, 2025: Puerto Princesa Underground, Honda Bay, Seaport, Puerto Princesa Airport
- Motor vehicle transfer on May 21, 2025 in Coron
- Motor vehicle transfer on May 28, 2025 in Puerto Princesa City

Note: The schedule of boat fare, van rental and other mode of motor vehicle transfer are flexible and subject to change as the need arises.

D. Meals

- ✓ Provision of snacks for enumerators and coordinators/ local tourism office representative for 155 pax in various briefing locations in MIMAROPA from May 19 to 22, 2025

Note: Please see attached specific dates and location for reference.

IV. APPROVED BUDGET FOR THE CONTRACT

Total budget allocation is **Two Hundred Twelve Thousand Five Hundred Fifty Pesos Only (₱212,550.00)** inclusive of taxes and fees.

The winning bid shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.

V. 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.

Contact Person:

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