

31 October 2023

SUPPLEMENTAL/BID BULLETIN NO. 2023-067

This Supplemental/Bid Bulletin No. 2023-067 is issued to amend and/or modify the details provided in the **Invitation to Bid (ITB) No. 2023-054** for the **“Services of a Tour Operator for the Familiarization Trip with ASTA Members”** as follows:

ITEM NO.	SPECIFICATION		
	SECTION	FROM	TO
1	Section VI. Schedule of Requirements	Indicative Date of Implementation: 14 – 22 January 2024 in Cebu, Bohol, El Nido, and Manila	Indicative Date of Implementation: 01 – 08 February 2024 in Manila, Bohol, and El Nido
2	Section VII. Technical Specifications	Total no. of participants: 8 participants <ul style="list-style-type: none"> Seven (7) guests One (1) TPB representative Note: <ul style="list-style-type: none"> Min. guaranteed pax: 5 participants Indicative Date: 3rd week of January 2024 	Total number of participants: 8 participants <ul style="list-style-type: none"> Six (6) guests One (1) TPB representative One (1) DOT San Francisco Representative Note: <ul style="list-style-type: none"> Min. guaranteed pax: 5 participants Indicative Date: 1st week of February 2024
		International Ticket for seven (7) ASTA members <ul style="list-style-type: none"> economy class, re-bookable, re-routable, and refundable with a baggage allowance of two (2) pcs of 23 kilos per baggage per passenger inclusive of all applicable taxes, fuel surcharge, and other fees. Destination/Route: <ul style="list-style-type: none"> USA – Cebu (arrival) Manila – USA (departure) 	Seven (7) International Ticket for ASTA members and DOT San Francisco Representative <ul style="list-style-type: none"> economy class, re-bookable, re-routable, and refundable with a baggage allowance of two (2) pcs of 23 kilos per baggage per passenger inclusive of all applicable taxes, fuel surcharge, and other fees. Destination/Route: <ul style="list-style-type: none"> USA – Manila (arrival) Manila – USA (departure)

		<p>Note:</p> <ul style="list-style-type: none"> • Preferably direct flight 	<p>Note:</p> <ul style="list-style-type: none"> • Preferably direct flight • Should DOT/TPB be able to secure air ticket sponsorship, the DOT/TPB will add two (2) participants to join the tour inclusive of all deliverables
		<p>Domestic Airline Tickets</p> <ul style="list-style-type: none"> • economy class, re-bookable, re-routable with a baggage allowance of 20 kilos with provision of 26 kilos excess luggage per passenger inclusive of all applicable taxes, fuel surcharge, and other fees • Manila to Cebu <ul style="list-style-type: none"> - 14 January 2024 - One (1) Pax - Preferred Flight: PM Flight • Bohol to El Nido <ul style="list-style-type: none"> - 19 January 2024 - Eight (8) Pax - Must be direct flight via Air Swift • El Nido to Manila <ul style="list-style-type: none"> - 21 January 2024 - Eight (8) Pax - Must be direct flight via Air Swift 	<p>Domestic Airline Tickets</p> <ul style="list-style-type: none"> • economy class, re-bookable, re-routable with a baggage allowance of 20 kilos with provision of 26 kilos excess luggage per passenger inclusive of all applicable taxes, fuel surcharge, and other fees • Manila to Bohol <ul style="list-style-type: none"> - 3 February 2024 - Eight (8) Pax - Preferred Flight: Morning Flight via PAL • Bohol to El Nido <ul style="list-style-type: none"> - 5 February 2024 - Eight (8) Pax - Must be direct flight via Air Swift • El Nido to Manila <ul style="list-style-type: none"> - 7 February 2024 - Eight (8) Pax - Must be direct flight via Air Swift <p>Note:</p> <ul style="list-style-type: none"> • Dates are indicative, subject to the final approved itinerary.
		<p>Sea Transportation</p> <ul style="list-style-type: none"> • Business class, re-bookable with baggage allowance of 20 kilos with provision of 26 kilos excess baggage per passenger inclusive of taxes, fuel surcharge, and other fees • Cebu to Bohol 	<p>Removed Sea Transportation</p>

		<ul style="list-style-type: none"> - 17 January 2024 - Eight (8) Pax - Preferred Schedule: OJ892 ETD 08:20 ETA 10:20 	
		<p>Deluxe Room Accommodation in a DOT-accredited hotel with breakfast</p> <ul style="list-style-type: none"> • One (1) Single Occupancy: <ul style="list-style-type: none"> - Cebu (Mactan Island) – 1 night stay - 14 January 2024 • Eight (8) Single Occupancy with the following room nights: <ul style="list-style-type: none"> - Cebu (Mactan Island) – 2 nights stay <ul style="list-style-type: none"> ▪ 15 – 17 January 2024 - Bohol (Panglao Island) – 2 nights stay <ul style="list-style-type: none"> ▪ 17 – 19 January 2024 - El Nido (Miniloc Island) – 2 nights stay <ul style="list-style-type: none"> ▪ 19 – 21 January 2024 - Manila (Entertainment City) – 1 night stay <ul style="list-style-type: none"> ▪ 21 – 22 January 2024 <p>Note:</p> <ul style="list-style-type: none"> • Provision for early check-in and late checkout based on the itinerary. • Preferably with welcome amenities in the room upon check-in. • Must be a 4-to-5-star category with upscale facilities. 	<p>Deluxe Room Accommodation in a DOT-accredited hotel with breakfast</p> <ul style="list-style-type: none"> • Eight (8) Single Occupancy with the following room nights: <ul style="list-style-type: none"> - Manila (Makati) – 2 nights stay <ul style="list-style-type: none"> ▪ 01 – 03 February 2024 - Bohol (Panglao Island) – 2 nights stay <ul style="list-style-type: none"> ▪ 03 – 05 February 2024 - El Nido (Miniloc Island) – 2 nights stay <ul style="list-style-type: none"> ▪ 05 – 07 February 2024 - Manila (Entertainment City) – 1 night stay <ul style="list-style-type: none"> ▪ 07 – 08 February 2024 <p>Note:</p> <ul style="list-style-type: none"> • Provision for early check-in and late checkout based on the itinerary. • Preferably with welcome amenities in the room upon check-in. • Must be a 4-to-5-star category with upscale facilities.
		<p>Meals and beverages for eight (8) pax for the whole duration of the trip (breakfast, lunch, AM/PM snacks, and dinner)</p> <ul style="list-style-type: none"> • Breakfast <ul style="list-style-type: none"> - packed to be arranged, if applicable 	<p>Meals and beverages for eight (8) pax for the whole duration of the trip (breakfast, lunch, AM/PM snacks, and dinner)</p> <ul style="list-style-type: none"> • Breakfast <ul style="list-style-type: none"> - packed to be arranged, if applicable

		<ul style="list-style-type: none"> • Lunch and Dinner throughout the trip with one (1) round of drinks <ul style="list-style-type: none"> - Provision of Lechon in one of the meals in Cebu - Budget: PhP2,500.00 per pax covering lunch and dinner • AM and PM snacks on board and bottled water <ul style="list-style-type: none"> - Budget: PhP500.00 per pax covering AM and PM snacks <p>Note:</p> <ul style="list-style-type: none"> • TPB representative to finalize the order of meals • Bidders should be willing to accommodate dietary restrictions • With one round of beverages per meal. • Should DOT/TPB be able to secure meal hosting, the supplier 	<ul style="list-style-type: none"> • Lunch and Dinner throughout the trip with one (1) round of drinks <ul style="list-style-type: none"> - Budget: PhP2,500.00 per pax covering lunch and dinner • AM and PM snacks on board and bottled water <ul style="list-style-type: none"> - Budget: PhP500.00 per pax covering AM and PM snacks <p>Note:</p> <ul style="list-style-type: none"> • TPB representative to finalize the order of meals • Bidders should be willing to accommodate dietary restrictions • With one round of beverages per meal. <p>Should DOT/TPB be able to secure meal hosting, the supplier</p>
		<p>Must have handled at least five (5) similar projects, preferably handling US groups</p>	<p>Must have handled at least five (5) similar projects, with at least one (1) group from USA;</p> <p>Note: Aside from the List of Ongoing and Completed Contracts, kindly submit another list detailing at least five (5) similar projects including the name of the project, country of origin of the guests, and the date the group was handled.</p>
		<p>Itinerary Form As of 22 August 2023</p>	<p>Itinerary Form As of 26 October 2023</p> <p>(Please see attached revised Itinerary below)</p>

This Bid Bulletin shall form an integral part of the Bidding Documents. For guidance and information of all concerned.



ATTY. GREGORY A. NUEGA
Vice-Chairperson *for*
Bids and Awards Committee

Received by the Bidder:

Date: _____

ITINERARY FORM
As of 26 October 2023

Project Name : Familiarization Trip with ASTA Members
Date : 1st Quarter 2024
Destinations : Manila – Bohol – El Nido – Manila

Date / Time	Activity	Remarks
DAY 1 MANILA		
	Arrival in Manila (Guests)	*Pre-checked in for early arrival or a day before checked in
	Hotel Check-in	
	Free Time/Rest	
	Lunch at the hotel	
	Free time	
	Dinner at Toyo Eatery/Sarsa Restaurant	
	Overnight in Manila	
DAY 2 MANILA		
	Breakfast in the hotel	
09:00 AM – 11:00 AM	Depart to Manila Heritage Tour <ul style="list-style-type: none"> • Luneta Park • Fort Santiago • Manila Cathedral • San Agustin Church 	
12:00 PM	Lunch at Barbara’s Restaurant	
02:00 PM – 04:30 PM	Continuation of the tour and property inspection <ul style="list-style-type: none"> • Destileria Limtuaco Museum • 1 or 2 Property Inspection (TBA) 	
	Back to the hotel	
07:00 PM	Business to Business Meeting with Dinner	
	Overnight in Manila	
DAY 3 MANILA – BOHOL		
	Breakfast in the hotel	
06:30 AM	Hotel Check-out	
07:00 AM	Depart to NAIA	
07:20 AM	Arrive in NAIA PR2773 – MNL to TAG Manila ETD 09:20 Bohol ETA 10:50	*pre-checked in

10:50 AM	Arrive in Bohol	
11:30 AM	Proceed to Bohol Countryside Tour with lunch <ul style="list-style-type: none"> • Loboc River (lunch) • Chocolate Hills • Tarsier Sanctuary 	
05:30 PM	Depart to the Resort	
06:00 PM	Resort Check-in	
	Freshen Up/ Rest	
07:30 PM	Dinner at the resort	
	Overnight in Bohol	
DAY 4 BOHOL		
	Breakfast in the resort	
6:00 AM – 04:00 PM	Depart for Bohol Island Hopping with Lunch <ul style="list-style-type: none"> • Dolphin and Turtle Watching with Snorkel • Balicasag Island 	Note: Please wear appropriate swimwear and bring extra clothes for change
	Back to hotel	
	Free Time/ Rest	
06:30 PM	1 or 2 Property Inspection	
07:30 PM	Cocktail/Dinner at TBD	
09:00 PM	Massage at the resort	
	Overnight in Bohol	
DAY 5 BOHOL – EL NIDO		
	Breakfast in the resort	
	Hotel Check-out	
	Depart to Tagbilaran Airport	
	Arrive in Tagbilaran Airport T60611 – TAG to ENI Bohol ETD 10:40 El Nido ETA 12:20	Note: Airswift direct flights Sun, Mon, Wed, & Fri One (1) flight per day *pre-checked in
12:20 PM	Arrive in El Nido	
	Boat transfer to Miniloc Island	
01:30 PM	Arrive in Miniloc Island	
02:00 PM	Late Lunch at the resort	
	Resort Check-in	
	Free Time / Rest	
	Dinner at the resort	
	Overnight in El Nido	

DAY 6 EL NIDO		
	Breakfast	
08:00 AM – 03:00 PM	Depart for Island Hopping with Lunch	
	Back to the resort	
	Freshen Up	
	Dinner at the resort	
09:00 PM	Massage	
	Overnight in El Nido	
DAY 7 EL NIDO - MANILA		
	Breakfast	
	Hotel Check Out	
	Depart to Airport	
	Arrive in the Airport T60127 ENI to MNL El Nido ETD 12:00 Manila ETA 13:30	*pre-checked in
01:30 PM	Arrive in Manila	
02:00 PM	Late lunch TBD	
04:00 PM	Hotel Check-in	
	Free time/Rest	
05:00 PM	Souvenir Shopping	
	Overnight in Manila	
DAY 8 MANILA		
	Breakfast	
	Free time/Rest	
	Lunch TBD	*if PM Departure
	Hotel Check Out	Request for late check-out if PM departure
	Depart to the airport	

Itinerary may change subject to travel protocol guidelines, in close coordination with the Official Tour Operator and DOT Regional offices from time to time.