

## STATEMENT OF COMPLIANCE TO THE TECHNICAL SPECIFICATIONS

### SERVICES OF A TOUR OPERATOR FOR THE PHILIPPINE MICECON 2024 SITE INSPECTIONS, PRE-CONFERENCE TECHNICAL AND COORDINATION MEETINGS

Bidders must state here either “**Comply**”, “**Not Comply**” or “**Not applicable**” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. **Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidder Bid and cross-referenced to that evidence. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.**

ITEM NO.	SPECIFICATIONS	STATEMENT OF COMPLIANCE
1.	Number of participants: 36 pax (12pax per trip) Minimum pax guarantee: 10 pax per trip	
2.	<b>LAND TRANSPORTATION</b> Two (2) vans (2018 model or newer) with driver (inclusive of gas, parking fees, toll fees, environmental fees, and overtime fees) for transfers from Manila to Clark and vice versa, and all transfers related to the Site Inspection and Technical/ Coordination Meeting for MICECON 2024	
3.	<b>Pick up:</b> Legaspi Towers 300 <b>Drop-off:</b> Clark Visitor Center; or in other meeting venue in Clark 36 pax (12 pax per trip)	
4.	<b>FOOD AND BEVERAGE</b> Two (2) incentivized luncheons with ambient entertainment per trip amounting to PhP1,500.00 per pax (36 pax (12 pax per trip))	
5.	Provision of two (2) AM and two (2) PM snacks amounting to PhP150 per pax/meal. (36 pax (12 pax per trip))	
6.	One (1) incentivized dinner with ambient entertainment per trip amounting to PhP1,500.00 per pax (36 pax (12 pax per trip))	
7.	<b>ACCOMMODATION</b> -Room Accommodation in a 3-star hotel or higher (if available) per trip -Six (6) rooms in the deluxe category (if applicable/available) or its equivalent for two (2) nights based on double occupancy with breakfast per trip. (36 pax (12 pax per trip))	
8.	<b>OTHER REQUIREMENTS</b> First Aid Kit on board the vehicles with basic medicines: <ul style="list-style-type: none"> <li>• antacid for upset stomach, headache</li> <li>• antihistamine for allergies, diarrhea, motion sickness, fever</li> <li>• pain reliever</li> <li>• povidone-iodine</li> </ul>	

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	<ul style="list-style-type: none"> <li>• band-aids</li> <li>• gauze pads</li> <li>• surgical tape</li> <li>• scissors</li> </ul> <p>(first aid kit to be given to the TPB coordinator after the event: 36 pax (12 pax per trip)</p>	
9.	Provision for on-site related expenses, incidental and other miscellaneous expenses as the need arises subject to TPB's approval amounting to PHP20,000.00. (36 pax (12 pax per trip))	
10.	One (1) coordinator to join per trip for facilitation of requirements. (36 pax (12 pax per trip))	
11.	Assistance in preparing/ securing entry documents, as necessary.	
12.	Must respond to immediate/unforeseen changes in specifications. Must be able to provide an alternative itinerary, in case of rain, risk of the typhoon, and other unforeseen or fortuitous events subject to the approval of TPB at no additional cost.	
13.	Tour activities and/or schedules/dates may still be changed based on recommendations from the Tourism Promotions Board.	
14.	<p><b>PROJECT IMPLEMENTATION SCHEDULE</b></p> <p><i>Indicative Dates:</i></p> <p>1st Trip – 28-29 June 2024</p> <p>2nd Trip – 2-3 July 2024</p> <p>3rd Trip – 5-6 July 2024</p>	
15.	<p><b>ADDITIONAL TECHNICAL REQUIREMENTS</b></p> <p>Must be a Filipino-owned, operated and legally registered company/ events venue/hotel under Philippine laws for at least 5 years;</p>	
16.	Preferably handled tours and/or social functions. Submit a list of at least 5 completed tours/projects.	
17.	Bidders should submit a budget bid proposal that reflects the cost of tours, activities, and logistical requirements. Any event sponsorship (hosted/discounted) will be deducted from the bid amount, if any. Thus, the tour operator will bill TPB based on the actual cost.	
18.	<p><b>TERMS OF PAYMENT</b></p> <p>Send the bill arrangement / Statement of Account to the Tourism Promotions Board after the completion of services per lot as indicated. The bidders are encouraged to have a Land Bank of the Philippines account. Payment will be made through an LBP bank deposit or check. Otherwise, bank charges will be shouldered by the service provider. Payment will be made within 30 days upon receipt of the Statement of Account/billing.</p>	

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<b>19.</b>	<b>CONTRACT DURATION</b> One time engagement and shall commence from the acceptance of the Notice to Proceed (NTP).	
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**NAME AND SIGNATURE OF AUTHORIZED REPRESENTATIVE / DATE**