

STATEMENT OF COMPLIANCE WITH THE TECHNICAL SPECIFICATIONS

SERVICES OF A TOUR OPERATOR FOR THE MEDIA TOUR AND COVERAGE OF TPB'S REGIONAL TRAVEL FAIRS (RTF) 2024

Bidders must state here either **“Comply”** or **“Not Comply”** 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.	<table border="1" style="width: 100%; border-collapse: collapse; margin: 10px auto;"> <thead> <tr> <th style="width: 20%;"></th> <th style="width: 40%;">LOT 1 - 13th RTF</th> <th style="width: 40%;">LOT 2 - 14th RTF</th> </tr> </thead> <tbody> <tr> <td>Date of Event</td> <td style="text-align: center;">26-30 Sept 2024</td> <td style="text-align: center;">17-21 Oct 2024</td> </tr> <tr> <td>Destinations</td> <td style="text-align: center;">South Cotabato <i>(see sample itinerary as basis)</i></td> <td style="text-align: center;">Capiz <i>(see sample itinerary as basis)</i></td> </tr> <tr> <td>Number of Pax</td> <td style="text-align: center;">7</td> <td style="text-align: center;">7</td> </tr> </tbody> </table>		LOT 1 - 13th RTF	LOT 2 - 14th RTF	Date of Event	26-30 Sept 2024	17-21 Oct 2024	Destinations	South Cotabato <i>(see sample itinerary as basis)</i>	Capiz <i>(see sample itinerary as basis)</i>	Number of Pax	7	7	
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2.	<p>AIR TICKET REQUIREMENTS</p> <ul style="list-style-type: none"> ● Seven (7) rebookable, reroutable, and refundable roundtrip economy air tickets inclusive of 20 kilos baggage allowance, other taxes and applicable charges with comprehensive travel insurance ● All are seated together as much as possible and preferably front row or closer to the Entrance/Exit ● Flight dates are subject to change ● Must include online check-in services and other requirements as deemed necessary ● Provision of airport meals (food and beverages) while waiting or in case of flight delays amounting to a maximum of Php500.00 per pax ● Preferred flight carrier: Philippine Airlines <p>LOT 1 - 13th RTF September 26, 2024: MNL to GES (morning flight) September 30, 2024: GES to MNL (afternoon flight)</p> <p>LOT 2 - 14th RTF October 17, 2024: MNL to RXS (morning flight) October 21, 2024: RXS to MNL (afternoon flight)</p>													

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3.	<p>LAND TRANSPORTATION</p> <ul style="list-style-type: none"> ● Van rental for the following: <ul style="list-style-type: none"> - Transportation from Legaspi Towers 300 to NAIA - LOT 1: South Cotabato & LOT 2: Capiz inland transportation for airport transfers and tours - At least one (1) van for 10 pax - Must have enough legroom - Must be fully air-conditioned, clean, comfortable, presentable, and in good running condition - Must be at least 2019 model or newer - Rate must be inclusive of vehicle rate, gasoline, toll fees, parking fees, entry passes, permits, comprehensive insurance, onboard snacks, first aid kit per vehicle, and other expenses - Should the vehicle develop any mechanical fault in transit, the tour operator must have a replacement within an hour 	
4.	<ul style="list-style-type: none"> ● Driver <ul style="list-style-type: none"> - Rate is inclusive of driver's fee, meals, accommodation, overtime fees, comprehensive insurance, communication expenses, and other expenses - With trip ticket - Must wear company ID at all times - Must be equipped with a cellphone with load for easy communication with passengers - Maximum of fifteen (15) hours per day inclusive of overtime and driver's fee 	
5.	<p>ACCOMMODATION</p> <ul style="list-style-type: none"> ● Hotel with three-star classification or above, and within the vicinity of the event venues ● 7 single occupancy rooms hotel accommodation in the Deluxe category (if applicable/available) or its equivalent for 5 days and 4 nights ● With complimentary breakfast <p><i>Note: Room accommodation is to follow the preferential rates requested. Please note that DMC should no longer mark up on preferential rates given by the specified hotel/resort.</i></p>	
6.	<p>FOOD & BEVERAGE: LOT 1&2</p> <ul style="list-style-type: none"> ● All meals and snacks identified in the itinerary during the duration of the trip ● Must be good for 7 pax ● Maximum budget of Php1,000 per pax for lunch and for dinner ● Menu to be approved by TPB 	
7.	<p>TOURS / ACTIVITIES: LOT 1&2</p> <ul style="list-style-type: none"> ● All paid activities, entrance fees, and environmental fees identified in the itinerary during the duration of the trip ● Tour Guide/s must join the tours/activities ● Must be good for 7 pax 	

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8.	<p>TOUR GUIDE: LOT 1&2</p> <ul style="list-style-type: none"> ● One (1) DOT-accredited/licensed tour guides who will join during the whole trip per each lot. ● Rate must be inclusive of the Tour Guide’s accommodations, transportation, meal requirements, and other expenses 	
9.	<p>TOKENS: LOT 1&2</p> <p>Provision of tokens and destination-based giveaways for 7 pax for each lot, preferably to be given upon arrival at the hotel (e.g. hygiene kit, handmade accessories, local products from GenSan and Capiz) subject to TPB’s approval</p>	
10.	<p>ONSITE-RELATED EXPENSES: LOT 1&2</p> <p>Provision of Fifteen Thousand Pesos (Php15,000.00) for incidental, medical, and miscellaneous expenses for each lot.</p>	
11.	<p>OTHERS: LOT 1&2</p> <ul style="list-style-type: none"> ● Provision of tour kits with basic hygiene items, such as alcohol, face masks, tissue, wipes, etc. ● Must assist in preparing/securing entry documents, as necessary. ● Must be willing to respond to immediate/unforeseen changes in specifications. ● Tour activities and/or schedules/dates are subject to change. ● Other arrangements that may be mutually agreed upon by the TPB ● Final incentivized itineraries should be approved by the TPB and must adhere to existing health and safety protocols set by the local government unit (overseeing the destination). ● Provide an alternative itinerary, without cost to TPB, in case of rain, risk of a typhoon, and other unforeseen or fortuitous events. 	
12.	<p>PROJECT IMPLEMENTATION SCHEDULE</p> <p>LOT 1 - 13th RTF Date of Event : 26-30 September 2024 (Indicative dates) Destination : South Cotabato Number of Pax : 7 pax</p> <p>LOT 2 - 14th RTF Date of Event : 17-21 October 2024 (Indicative dates) Destinations : Capiz Number of Pax : 7 pax</p>	
13.	<p>ADDITIONAL TECHNICAL REQUIREMENTS</p> <p>The following additional technical requirements must be submitted together with the proposal.</p> <ul style="list-style-type: none"> -Must be a Filipino-owned, operated, and legally registered Tour Operator under Philippine laws -Bidders should submit a budget bid proposal that reflects the cost of tours, activities, and logistical requirements -Valid Department of Tourism (DOT) Certificate of Accreditation or Provisional Certificate of Accreditation (TPB to consider if their DOT certification is subject to renewal) 	

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	<p>-List of ongoing or completed projects similar to the requirements, preferably in General Santos City and Roxas City with NOA/PO or contract/NTP for at least three (3) projects.</p>													
14.	<p>APPROVED BUDGET FOR THE CONTRACT (ABC) The Approved Budget for the Contract (ABC) is ONE MILLION PESOS (PHP 1,000,000.00), inclusive of service charges and all applicable fees and taxes broken down into lots as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 15%;">LOT NO</th> <th style="width: 60%;">ITEM/DESCRIPTION</th> <th style="width: 25%;">APPROVED BUDGET FOR THE CONTRACT</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>13th Regional Travel Fair (RTF) – Region XII General Santos City</td> <td style="text-align: right;">PHP 500,000.00</td> </tr> <tr> <td style="text-align: center;">2</td> <td>14th Regional Travel Fair (RTF) – Region VI Roxas City, Capiz</td> <td style="text-align: right;">PHP 500,000.00</td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL AMOUNT</td> <td style="text-align: right;">PHP 1,000,000.00</td> </tr> </tbody> </table>	LOT NO	ITEM/DESCRIPTION	APPROVED BUDGET FOR THE CONTRACT	1	13th Regional Travel Fair (RTF) – Region XII General Santos City	PHP 500,000.00	2	14th Regional Travel Fair (RTF) – Region VI Roxas City, Capiz	PHP 500,000.00		TOTAL AMOUNT	PHP 1,000,000.00	
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15.	<p>TERMS OF PAYMENT -Payment will be on a send-bill arrangement to be settled 30 days upon receipt of Billing or Statement/Statement of Account. -Secured sponsorship or discount rates (hosted/discounted) shall be deducted from the actual billing amount. Thus, the tour operator will bill TPB based on the actual cost. -The supplier must have a Landbank account. Payment will be made through an LBP bank deposit. In case the supplier does not have a Landbank account, bank charges will be shouldered by the supplier.</p>													
16.	<p>DURATION OF THE CONTRACT The contract shall commence from the date of receipt of the Notice to Proceed (NTP) until the full implementation of all deliverables.</p>													

SIGNATURE OVER NAME OF THE AUTHORIZED REPRESENTATIVE / DATE