

ANNEX C: STATEMENT OF COMPLIANCE

Services of a Tour Operator for the Implementation of the City Tour for the Delegates of the International Conference on Women, Peace and Security

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 Bidders 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	Specification	Statement of Compliance (Comply/Not-Comply)
1	<p>A. Transportation</p> <ul style="list-style-type: none"> • Provide one (1) unit air-conditioned tourist bus for 50 pax • Preferably, vehicles must be new, or not older than three years, subject to the approval of the TPB. • Provide professional and licensed driver with good personality and well groomed. • Proposal must cover cost of gasoline expenses, tolls and parking fees, meals of drivers. 	
2	<p>B. Tour Guide/s</p> <ul style="list-style-type: none"> • Provide at least two (2) duly licensed and/or DOT-accredited tours guides and preferably from a known/reputable organization that provides tour guide. • Fluent and conversant in English and well-versed in Philippine history, culture, tradition, art as well as current events. • Must have at least 3 years-experience of tour guiding of foreign participants. 	

	<p><i>Note:</i> <i>Tour Operator must submit the following documents of the Tour Guide five (5) calendar days after receipt of Notice of Award (NOA):</i></p> <ol style="list-style-type: none"> <i>1. Proof of Accreditation from DOT</i> <i>2. Proof of membership in associations of tour guides</i> <i>3. Resume and list of groups handled for the last three years</i> 	
3	<p>C. Tour Coordinator Must have at least 3 years-experience of coordinating tour groups with foreign delegates.</p> <p><i>Note:</i> <i>Submit resume of tour coordinator including the list of groups handled, five (5) calendar days after receipt of Notice of Award.</i></p>	
4	<p>D. Buffet Lunch Provide buffet lunch, featuring Filipino and Spanish dishes. Venue must be within Intramuros and provides in-house local entertainment. Cost Estimate per pax is P1,500.</p>	
5	<p>E. Token Provide a simple token depicting Filipino culture, or items using green, sustainable and eco-friendly. Cost Estimate per pax is P1,500.00.</p> <p><i>Note:</i></p> <ul style="list-style-type: none"> ▪ <i>Item and compliment card is subject to the approval of TPB.</i> ▪ <i>Submit list of proposed items with photos together with the quotation</i> 	
6	<p>F. Travel / Amenity Kits Provide amenities in a small sustainable pouch or bags containing wet and dry tissues, candies, bottled water</p>	

7	<p>G. Banner Provide one (1) full color banner of 72x36 inches. Design to be provided by TPB.</p>	
8	<p>H. Insurance Provide appropriate general insurance coverage for 50 passengers.</p>	
9	<p>I. Miscellaneous Expense Must allocate an amount of P25,000.00 for ground/entrance fees, other onsite and contingency expenses</p>	
10	<p>J. Other Requirements</p> <ul style="list-style-type: none"> • Tour Operator may propose/modify the itinerary as deemed fit for the group and in consideration of time, subject to TPB approval. • Provide onboard the vehicle, First Aid Kit with basic medicines (antacid for upset stomach, headache, antihistamine for allergies, diarrhea, motion sickness, fever, pain reliever, etc.) • Provide umbrellas. • Provision of assisted-listening system (wireless tour guide audio system) is an advantage. • Compilation of photos (in .jpeg format) of the tour in digital format to be sent via email to the TPB. 	

Name and signature of Authorized Representative/Date