



ROMBLON STATE UNIVERSITY
BIDS AND AWARDS COMMITTEE

Community Outreach Center, RSU-Main Campus, Liwanag, Odiongan, Romblon 5505
 Telephone: (042) 567-5952
 Email: bac@rsu.edu.ph
 Website: rsu.edu.ph



Management System
 ISO 9001:2015



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TECHNICAL SPECIFICATIONS

Solicitation No. RSU-2024-02-010
ABC: PhP1,755,000.00

**Educational Touring Services for the College of Business and Accountancy
 (Hospitality Management Department) of Romblon State University
 (Repost)**

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	STATEMENT OF COMPLIANCE
1	pax	<p>Educational Awareness Tour- All in Package (Boracay)</p> <p>Inclusions:</p> <ol style="list-style-type: none"> DOT Licensed air-conditioned 49-seater tourist bus - Caticlan-Kalibo-Caticlan; preferably three (3) tourist bus; DOT-accredited tourist drivers/ transport services and licensed tour guides; Round Trip Ferry fare (tourist accommodation) from Odiongan to Caticlan- Odiongan and Boat fare from Caticlan to Cagban- Caticlan (with terminal tickets and other transport expense); 117 students with 5 Free of Charge Faculty chaperone; Hotel Accommodation (4 or 5 star-hotel) in Caticlan shall have: <ul style="list-style-type: none"> -Quadruple sharing -Air-Conditioned rooms, complete with set of beddings, towels separate rooms for male and female students, 24/7 house guard, dining area, lounge for recreation, purified drinking stations, Wi-Fi, CCTV Cameras, accessible to malls and hospitals -Will provide toiletries (soap, shampoo, toothbrush, toothpaste, toothbrush, towels, alcohol and tissue); Will provide first aid kit or PPE for companies requiring it and on site first aider during the water activity; Accompanied by a nurse on 1 week tour; Securing Permits, Certificate of Participation, follow-ups and confirmation of place visits will be provided. In case the place are not available, then similar places will be proposed subject to the approval of the end user and pursuant to pertinent CHED issuances; Comprehensive insurance coverage of not less than fifty thousand pesos (PhP50,000.00) per participant; Full board meal preferably buffet set-up (4 courses, dessert, drinks) Set of Menu shall be upon approval of the end user. AM and PM snacks; Set of Menu shall be upon approval of the end user; 	117	



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11. Free souvenir polo shirt for students and accompanying faculty & nurse; the polo shirt must be cotton, the color of polo shirt is green; the lay out design shall be provided by the end user;
12. Streamers will be provided. Design and dimension are subject to the approval of the end user;
13. A gift token will be provided for the visited company, subject to the approval of the end user;
14. Must visit heritage site, a cathedral and eco-park in Kalibo;
15. Inclusion of 4 hour-seminar on the topic of Hotel Operations with Hotel Familiarization;
16. The speaker shall be 4 or 5 star General Manager
 - With at least 5 years of experience in Hotel Operations focusing on customer service and hotel professionals
 - With TESDA NCs related to tourism qualification;
17. For Hotel Familiarization: the students must see different types of rooms in the hotel and see different facilities in the hotel;
18. Inclusion of 4 hour-Seminar on the topic of Art of Mixology: Basic Bartending and Flair tending
 - The speaker must have an NC in Bartending
 - He/ She shall have an industry experience of at least five years
 - The session must have showmanship;
19. Inclusion of at least three (3) water activities (DOT accredited); list of activity shall be forwarded to end user for the selection of water activities (banana boat, island hopping, sunset cruising, stand up paddle, UFO ride, helmet diving, snorkeling, fly fish, crystal kayak, mermaid swimming) or three (3) land activities (yoga, art painting, ATV tour, buggy car adventure);
20. Entrance fees on each site to be visited;
21. With Photos and Video Documentation; and
22. Provision in case of occurrence of Typhoon and other fortuitous events
 - If a typhoon and other fortuitous events occur **before** the educational tour schedule, the touring services may offer flexibility in the field trip itinerary, allowing for adjustments or rescheduling of activities as needed to accommodate the weather conditions to ensure the safety of everyone involved, subject to the approval of the end-user, mindful of the objectives of the Educational Tour.
 - If a typhoon and other fortuitous events occur **anytime during educational tours**, the touring services provider should take immediate action to ensure the safety and well-being of the students and faculty. Specifically, they have to



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		<ul style="list-style-type: none"> ○ Assess the severity of the typhoon and its potential impact on the safety of the students and the faculty. This includes monitoring weather reports and consulting with local authorities for updates and guidance; ○ Devise alternative plans that prioritize indoor activities or locations less affected by the typhoon. This could include visits to museums, indoor educational centers, or workshops; ○ Arrange educational workshops or presentations at the accommodation or alternative indoor venues. This can still provide valuable learning experiences related to the objectives of the tour; ○ If outdoor excursions are not possible, consider arranging virtual tours of relevant establishments or inviting guest speakers to provide insights and expertise remotely; ○ Provide essential supplies such as food, water, and first aid kits, and other necessities and hotel accommodations covered within the package offered by them; and ○ Any alternative activity shall be implemented only after the approval of the end-user, mindful of the objectives of the Educational Tour. <ul style="list-style-type: none"> ● If students and faculty are stranded due to a typhoon and other fortuitous event on their way back to the University, the touring services provider should prioritize their well-being and provide necessary support. Specifically, they have to: <ul style="list-style-type: none"> ○ Provide free meals and refreshments for the duration of their stay; and ○ Provide access to medical assistance or emergency services if needed. 		
TOTAL			117	

 Name and Signature of the Bidder/Authorized Representative

 Name of the Company