



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



www.tuv.com
 ID: 9000018803

BID BULLETIN

Clarification No.1

Solicitation No.: RSU-2024-02-015

- TO** : All prospective bidders
- SUBJECT** : Change/Modification of Checklist of Technical and Financial Documents, and Specifications in all attached/associated documents in the Philippine Bidding Documents (PBDs), Technical Specifications, Price Schedule, and in the Itinerary
- DATE** : 19 March 2024

This Bid Bulletin is issued to inform all prospective bidders of the change/modification of the Checklist of Technical and Financial Documents, and Specifications in all attached/associated documents in the PBDs, Technical Specifications, Price Schedule, and in the Itinerary. Please take notice of these changes.

Educational Touring Services for San Fernando Campus of Romblon State University (Repost) (ABC: PhP3,256,000.00)

RE: Checklist of Technical and Financial Documents

FROM	TO
<p>TECHNICAL COMPONENT ENVELOPE Class "A" Documents <u>Legal Documents</u> (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR; <u>Technical Documents</u> (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; and (m) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; and (n) Original copy of Bid Security. If in the form of a Surety Bond, submit also a</p>	<p>TECHNICAL COMPONENT ENVELOPE Class "A" Documents <u>Legal Documents</u> (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR; <u>Technical Documents</u> (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; and (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; and (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a</p>



ROMBLON STATE UNIVERSITY

BIDS AND AWARDS COMMITTEE

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



Management System
 ISO 9001:2015
 www.tuv.com
 ID: 900018903



certification issued by the Insurance Commission **or** Original copy of Notarized Bid Securing Declaration; **and**

(o) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**

(p) Original duly signed Omnibus Sworn Statement (OSS) **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

(q) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) **or A** committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

(r) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence **or** duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

FINANCIAL COMPONENT ENVELOPE

(s) Original of duly signed and accomplished Financial Bid Form; **and**
 (t) Original of duly signed and accomplished Price Schedule(s).

Other documentary requirements under RA No. 9184 (as applicable)

(u) [For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos] Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government

certification issued by the Insurance Commission **or** Original copy of Notarized Bid Securing Declaration; **and**

(e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**

(f) Original duly signed Omnibus Sworn Statement (OSS) **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder; **and**

(g) DOT Certification as Travel Agency and Tours Operator; **and**

(h) Certification from LTFRB for the validity of the franchise of the proposed operator; **and**

(i) Vehicles' updated/valid documents pertaining to registration, insurance coverage, driver's license, assurance of roadworthiness.

Financial Documents

(j) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) **or A** committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

(k) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence **or** duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

FINANCIAL COMPONENT ENVELOPE

(l) Original of duly signed and accomplished Financial Bid Form; **and**

(m) Original of duly signed and accomplished Price Schedule(s).



ROMBLON STATE UNIVERSITY

BIDS AND AWARDS COMMITTEE

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



Management System
 ISO 9001:2015



www.tuv.com
 ID: 3000018803

<p>procurement activities for the same item or product</p> <p>(v) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.</p>	<p><u>Other documentary requirements under RA No. 9184 (as applicable)</u></p> <p>(n) [For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos] Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product</p> <p>(o) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.</p>
---	---

FROM

RE: Technical Specification

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	STATEMENT OF COMPLIANCE
1	pax	<p>6 Days and 5 Nights Educational Tour Package (Baguio City)</p> <p>Inclusions:</p> <ol style="list-style-type: none"> 1. 4 DOT Licensed air-conditioned 49 -seater tourist bus Round trip aircon bus transport Day 1-Day 6. 2. DOT-accredited tourist drivers and licensed tour guides 3. Round-trip boat fare (tourist accommodation) from Romblon, Lucena, Batangas with terminal tickets and vice versa, packed lunch and snacks. 4. 176 students with 6 Free of Charge Faculty chaperone 5. Hotel Aircon Accommodation in Baguio City shall have: <ul style="list-style-type: none"> - Air-Conditioned rooms, complete amenities with set of beddings, towels morning kits 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 - beds as per standard requirements - will provide toiletries 6. Will provide safety kits or PPE for companies requiring it (Vest, Hard hat, face mask, goggles, earplugs etc.). Accompanied by a nurse on 6 days tour. 7. Securing Permits, Certificate of Participation, follow-ups and confirmation of plant/company visits will be provided. In case the companies/plants are not available, then similar places will be proposed subject to the approval of 	176	



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
www.tuv.com
ID 3000016803



		<p>the end user and pursuant to pertinent CHED issuances.</p> <ol style="list-style-type: none"> 8. Comprehensive insurance coverage with a minimum of One Hundred Thousand Pesos (PhP100,000.00) per participant. 9. Will serve full meals, subject to individual food restrictions and approval of the end user (scope of the meals and indicate the menu for each meal). 10. Souvenir T-Shirt for each participant. 11. Services of DOT licensed tour guide and coordinator per bus. 12. Personalized ID, Notebook (80 sheets) and Ball Pen (Black ink). 13. Streamers will be provided. Design and dimension are subject to the approval of the end user. 14. A gift or token will be provided for the visited company, subject to the approval of the end user. Photo and video documentation. 15. Entrance fees on each site to be visited. 16. Provision in case of occurrence of Typhoon and other fortuitous events <ul style="list-style-type: none"> • 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 <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; ○ Device 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; 		
--	--	--	--	--



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
 www.tuv.com
 ID 900018903



	<ul style="list-style-type: none"> ○ 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. ● 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		176	

RE: Itinerary

ITINERARY
BAGUIO CITY EDUCATIONAL TOUR
April 17-22, 2024

Day 1 (WEDNESDAY)	6:30 AM	Pick-up @ RSU-SFC Covered Court
	6:30 AM - 8:00 AM	Travel time to Magdiwang, Ambulong port
	8:00 AM - 9:00 AM	Waiting time at port
	9:00 AM	On-board (Tourist accommodation) going to Lucena Port
	11:00 AM - 12:00 PM	Lunch on-board
	1:00-2:00	Distribution of light snacks
	2:00-3:00	Light Snacks
	3:00-5:00	Rest/Own Leisure
	5:00-7:00	Early Dinner
	7:00-2:00	Rest/ Own Leisure/overnight
END OF DAY 1		
Day 2 (THURSDAY)	3:00 AM	Pick-up @ Lucena Port Proceed to Baguio
	6:00 AM	Breakfast continuation to Baguio City
	6:00-7:00 AM	BREAKFAST



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
 www.tuv.com
 ID 9000018803



7:00-8:00 AM
 8:00-AM
 12:00 PM

Estimated time of arrival at hotel in Baguio City
 RESTAURANT TOUR/Workshop at 5 star hotel in Baguio City

Location: Country Club Rd, Camp John Hay, Baguio Benguet

Bar Tour
 Bar Tour, Bartending Show (Bartending and Flaring)
 Demonstration drink mixing (Alcoholic and Non-Alcoholic)

(BAR TOUR/WORKSHOP
 Topic: MIXING TECHNIQUE
 Description: Provide knowledge of beverages both cocktails and mocktails with emphasis on the making process and consuming period, provide knowledge of bar management including making lists, cost control, and legalities.

Speakers;
 Professional bartenders in Philippines, can execute bartending and flairtending.

Workshop: HM students/ participants will be given a task to make a best seller drinks under cocktails and mocktails of a bar.

12:00PM-1:00 PM

LUNCH inside the hotel

01:00-5:00PM

Ocular and Familiarization on Hotel operations

Ocular and familiarization tour (rooms, facilities and amenities inside 5- star hotel) and experience a Fountain Show

Five-star luxury with its many distinct innovations that combine advanced technology, top-class amenities, environment friendly architectural planning, and a world-class entertainment options, all delivered kind of exemplary service that personifies the unique blend of Americans hospitality and classic Filipino warmth.

5:00-6:00PM

Dinner inside the hotel

7:30 PM

Check-in at 4-star hotel
 Legarda Rd, Baguio City, 8-minute walk from sprawling park, 2 km from both Baguio Cathedral and the Baguio bus terminal



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
 www.tuv.com
 ID: 900018903



Rest/Own Leisure/Overnight

END OF DAY 2

Day 3 (FRIDAY)	6:00 AM	Wake-up call
	6:00 AM- 7:30 AM	Breakfast at Hotel
	8:00 AM - 12:00 NN	Front Office Operations Topic: Front Office Operations
		Speakers: Associate Front Officer in hotel members of Front office personnel in the Philippines
	12:00 NN - 01:00 PM	LUNCH at Hotel
	01:00 PM – 5:00 PM	Hands-on/ Workshop -Front Office Operations/F.O. System Software (confirming guest reservations, bookings, cancellations, and Guest Folios.
	5:00 PM – 8:00 PM	Dinner at Restaurant
	8:00 PM – 09:30 PM	Back to hotel

END OF DAY 3

Rest/Own Leisure/Overnight

Day 4 (SATURDAY)	5:00 AM	Wake-up call
	06:00 AM 7:00 AM-	BREAKFAST Restaurant
	07:00 AM – 09:30 AM	Travel time to one of the State University in Benguet (Visit the Extension program and IGP of the University, well known on-campus bakery in the town)
	09:30- 11:00AM-	Hands-on activity inside the bakery of the university Bestsellers: Banana Bread and Carrot Cake
	12:00 PM – 01:30 PM	Lunch on Restaurant
	01:30 PM – 05:00 PM	Visit the Strawberry Farm Actual experience / picking of strawberry Visit the famous tourist destinations in Baguio

END OF DAY 4



ROMBLON STATE UNIVERSITY

BIDS AND AWARDS COMMITTEE

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



Management System
 ISO 9001:2015
 www.tuv.com
 ID 9000018803



Rest/Own Leisure/Overnight

Day 5 (SUNDAY)	6:00 AM	Wake-up call and preparation for breakfast
	6:00 AM-7:00 AM	BREAKFAST AT HOTEL
	08:00AM	City Rolling Tour (History, culture, heritage, customs, traditions and well-known tourist destinations in Baguio City)
	10:00 AM	Check-out
	11:00AM	Travel time to Batangas
	12:00 PM-4:30 PM	Estimated time of arrival
	4:30 PM	Departure time from Batangas
	05:00 PM	Dinner on board
Day 6 (MONDAY)	6:00 AM	Wake-up call and departure at Ambulong Port, Magdiwang, Romblon
	8:00 AM	Estimated time of Arrival on each residence

HOME SWEET HOME

Note: This proposed itinerary is subject to change and may vary based on the company's availability for a visit.

MEAL SETS

Day 1

MEAL	TYPE	DESCRIPTION	SERVING QUANTITY	
Lunch	Bento Box with 4 separators	Steamed Rice	1 Bento Box/ pax	
	Meat	For Fish: Steamed Fish with dressings For Pork: Pork Steak		
	Vegetable	Chopsuey		
	Dessert	Mixed mint candies		3
	Drinks	Bottled water 500 ml and soda 355 ml	1 bot./pax	
Snacks	Packed	Tuna Sandwich	1 packed/pax	
	Drink	Bottled Orange juice 355 ml	1 bot./pax	
Dinner	Bento Box with 4 separators	Steamed Rice	1 bento box/pax	
	Rice			
	Meat	Chicken and Pork Adobo		
	Vegetable	Stir fry mixed vegetables		1
	Dessert	Egg Tart		1
	Drinks	Bottled water 500 ml and soda 355 ml	bot./participant	

DAY 2

MEAL	TYPE	DESCRIPTION	SERVING QUANTITY
Breakfast	American Breakfast	Sausages, Omelet, Toasted and Non-Toasted bread, marmalade	Eat all you can



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
 www.tuv.com
 ID: 3000018803



		Hot and Cold Beverages (Coffee, tea, and soda)	Overflowing hot and cold beverages
Snacks	Heavy snacks	Carbonara and Hot and cold beverages (Coffee, tea and soda)	Buffet Overflowing hot and cold beverages
Lunch	Buffet Meat	Fried Rice; Steamed Rice For Fish: Fish Fillet For Pork: Pork Chop, pork Stew For Beef: Beef Steak	Eat all you can
	Vegetable	Chopsuey, mixed vegetable salad with Ceasar Salad	
	Dessert	Petite Four	
	Drinks	Overflowing hot and cold beverages	
Snacks	Plated	Spaghetti with chicken and Pork Meatballs Overflowing Hot and cold beverages	1 Unlimited drinks
Dinner	Rice Soup Meat	Fried Rice; Steamed Rice El Nido Soup Salmon, Roasted Chicken Pork Chop Beef Stew, etc.	Buffet/ Eat all you can
	Vegetable	Stir fry Mixed vegetables	
	Dessert	Brownies/Muffins	
	Drinks	Overflowing of hot and cold beverages	

DAY 3

MEAL	TYPE	DESCRIPTION	SERVING QUANTITY
Breakfast	American Breakfast	Corned beef, bacon, poached eggs Toasted and Non-Toasted breads, marmalade/butter Hot and Cold Beverages (Coffee, tea, and soda)	Eat all you can Overflowing hot and cold beverages
Snacks	Heavy snacks	Ossobuco and Hot and cold beverages (Coffee, tea and soda)	Buffet Overflowing hot and cold beverages
Lunch	Buffet Meat	Fried Rice; Steamed Rice For Fish: Orange Salmon with Coriander For Pork: Cherry Cola Ribs For Beef: Beef Stew	Eat all you can
	Vegetable	Fresh mixed vegetable salad with Caesar Salad	
	Dessert	Fruit Salad	
	Drinks	Overflowing hot and cold beverages	
Snacks	Plated	Creamy spinach pasta Overflowing Hot and cold beverages	1 Unlimited drinks
Dinner	Rice Soup Meat	Fried Rice; Steamed Rice Asparagus Soup Salmon, Roasted Chicken Pork Chop Beef Stew, etc.	Buffet/ Eat all you can
	Vegetable	Chinese stir fry vegetables	
	Dessert	Mango Tapioca	
	Drinks	Overflowing hot and cold beverages	

DAY 4



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



www.tuv.com
 ID 9000018803

MEAL	TYPE	DESCRIPTION	SERVING QUANTITY
Breakfast	Filipino Breakfast	Fried/ Steamed Rice Fried Eggplants, Scrambled Eggs, and Tocino, (Coffee, tea, and soda)	Eat all you can Overflowing hot and cold beverages
Snacks	Heavy snacks	Ossobuco and Hot and cold beverages (Coffee, tea and soda)	Buffet Overflowing hot and cold beverages
Lunch	Buffet (Foods in Baguio) Soup Meat Dessert Drinks	Steamed Rice Strawberry Sinigang For Fish: Sweet Sour Fish Fillet For Chicken: Hainanese Chicken For Pork: Kিনিang and Etag (Dried Pork) Ube Jam Overflowing hot and cold beverages	Buffet/ Eat all you can
Snacks	Plated	Carrot and Banana Cake Overflowing Hot and cold beverages	2 Unlimited drinks
Dinner	Rice Soup Meat Vegetable Dessert Drinks	Fried Rice; Steamed Rice Braised Crown- Shaped Superior Soup Honey Roasted Barbecued Pork Steamed Xiao Long Bao Vegetable mushroom in crispy Taro Ring Chilled Almond Bean curd with Lychee Overflowing hot and cold beverages	Buffet/ Eat all you can

DAY 5

MEAL	TYPE	DESCRIPTION	SERVING QUANTITY
Breakfast	Filipino Breakfast	Fried/ Steamed Rice Meatloaf, Chorizos, And Fried Dried Fish (Coffee, tea, and soda)	Eat all you can Overflowing hot and cold beverages
Snacks	Heavy snacks	Ossobuco and Hot and cold beverages (Coffee, tea and soda)	Buffet Overflowing hot and cold beverages
Lunch	Buffet Soup Meat Vegetable Dessert Drinks	Fried/Steamed Rice Mushroom Soup For Fish: Marinated diced Salmon and Tuna For Chicken: Chicken Pad Thai Steamed Prawn Gyoza Mochi Strawberry cold drink	Eat all you can/drink all you can
Snacks	Packed	Cheese Burger with French fries Bottled water 500 ml and soda 355 ml	2 1 bot./pax



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
 www.tuv.com
 ID 9000018803



Dinner	Bento box with separator Meat Dessert Drinks	Steamed Rice Grilled fish and Roasted Chicken Sponge cake Bottled water 500 ml and soda 355 ml	1 bento/pax
---------------	---	---	-------------

DAY 6

MEAL	TYPE	DESCRIPTION	SERVING QUANTITY
Light snacks	Packed Drinks	Hamburger Bottled water 500 ml and soda 355 ml	1/pax

Note: Meal choices are subject to students' preferences, whether influenced by their religion, or a physician's recommended diet. The organizers will consistently ensure that the meals provided align with the specific needs of the students.

TO

RE: Technical Specifications

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	STATEMENT OF COMPLIANCE
1	pax	<p>6 Days and 5 Nights Educational Tour Package (Baguio City)</p> <p>1. PARTICIPANTS</p> <p>Total number of students: 176 students with 6 Free of Charge Faculty chaperone *schedule is upon the advice of the end user</p> <p>2. TRANSPORTATION</p> <p>a. Round-trip boat fare (tourist accommodation) from Romblon, Lucena, Batangas with terminal tickets and vice versa; b. DOT accredited air-conditioned and well sanitized (4) 49 pax passenger capacity tourist bus; and c. DOT accredited tourist drivers and (1) licensed tour guides per bus.</p> <p>Note:</p> <ul style="list-style-type: none"> - Should the vehicle develop any mechanical fault in transit, the tour agency must find a replacement as soon as possible - Touring agency must ensure the safety of all passengers all the time <p>3. ACCOMMODATION</p> <p>A quadruple room or better accommodation in accommodation in Baguio City shall have:</p> <p>a. Air-Conditioned rooms, with complete amenities with set of beddings, towels and toiletries; b. Separate rooms for male and female students and provide beds as per standard requirements; and c. 24/7 house guard, dining area, lounge for recreation, purified drinking stations, Wi-Fi, CCTV Cameras, accessible to malls and hospitals, and TV.</p>	176	



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
 www.tuv.com
 ID 5000018903



	<p>4. TRAVEL SAFETY KITS</p> <ol style="list-style-type: none"> a. Will provide safety kits or PPE for companies requiring it (Vest, Hard hat, face mask, goggles, earplugs etc.). Accompanied by a nurse on 6 days tour; b. First aid kit for the whole group on board for each tour vehicles throughout the trip with essential medicines/over-the-counter medicines (antacid for upset stomach, headache, antihistamine for allergies, diarrhea, motion sickness, fever, pain reliever, etc.; and c. Assist in case of health emergency through the provision of a list of emergency contact numbers. <p>5. TOUR COORDINATION</p> <ol style="list-style-type: none"> a. Securing Permits/Letter of Request and Acknowledgement from LGUs, in compliance with CMO 63, s.2017; Provision of entrance fees, if necessary; Certificate of Participation/Attendance, follow-ups, and confirmation of plant/company visits will be provided, including orientation about industry practices; and b. In case the companies/plants are not available, then similar places will be proposed subject to approval of the end-user pursuant to pertinent CHED issuances. <p>6. TRAVEL INSURANCE</p> <p>Comprehensive insurance coverage of not less than One Hundred Thousand Pesos (PhP100,000.00) per participant.</p> <p>7. MEALS AND BEVERAGES</p> <p>Meals and beverages for all participants for the whole duration of the trip (breakfast, lunch, AM/PM snacks, and dinner)</p> <p>Note:</p> <ul style="list-style-type: none"> - Must be willing to accommodate food restrictions. - The finalized meal set/menu will be prepared by the end user subject to the approval of the Health Services Unit. <p>8. GIVEAWAYS</p> <ol style="list-style-type: none"> a. Souvenir T-shirt for each participant subject to end-user approval; and b. A gift/token will be provided for the visited company, subject to the approval of the end user. <p>9. TOUR SIGNAGES, BANNER, AND DOCUMENTATION</p> <ol style="list-style-type: none"> a. Streamers will be provided. Design and dimension are subject to the approval of the end-user; and b. Photo and video documentation 		
--	--	--	--



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
 www.tuv.com
 ID: 5000018803



	<p>ITINERARY</p> <ul style="list-style-type: none"> - Interactive/ experiential tours and activities for the whole group (<i>please see the attached itinerary</i>); - Provision in case of occurrence of Typhoon and other fortuitous events: <ul style="list-style-type: none"> • 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: <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; ○ Device 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. • 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 full meals and refreshments for the duration of their stay; and 		
--	---	--	--



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



www.tuv.com
 ID: 500018803

	<ul style="list-style-type: none"> o Provide access to medical assistance or emergency services if needed. <p>Notes:</p> <ul style="list-style-type: none"> - Tour activities and dates are subject to change based on recommendations of the end-user. - The final itinerary should be approved by the end-user and must adhere to existing health and safety protocols. - No single use plastic in any of the activities involved. 		
TOTAL		176	

RE: Itinerary

Romblon State University
 Hospitality Management Program

6-Day Educational Tour Package (Baguio City)

ITINERARY

Day 1 (WEDNESDAY)	9:00 AM	Departure from Magdiwang, Ambulong Port
Day 1 (THURSDAY)	3:00 AM	Pick-up @ Lucena Port Proceed to Baguio
	6:00-7:00 AM	BREAKFAST
	10:00 AM	Estimated time of arrival at hotel in Baguio City
	10:00 AM-12:00 PM	RESTAURANT TOUR/Workshop at 5 star hotel in Baguio City
		Location: Country Club Rd, Camp John Hay, Baguio Benguet
		Bar Tour Bar Tour, Bartending Show (Bartending and Flaring) Demonstration drink mixing (Alcoholic and Non-Alcoholic)
		(BAR TOUR/WORKSHOP Topic: MIXING TECHNIQUE Description: Provide knowledge of beverages both cocktails and mocktails with emphasis on the making process and consuming period, Provide knowledge of bar management including making lists, cost control, and legalities.
		Speakers ; Professional bartenders in Philippines, can execute bartending and flairtending .



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



www.tuv.com
 ID 900018803

Workshop: HM students/ participants will be given a task to make a best seller drinks under cocktails and mocktails of a bar.

12:00PM-
1:00 PM

LUNCH inside the hotel

01:00-
5:00PM

Ocular and Familiarization on Hotel operations
 Ocular and familiarization tour
 (rooms, facilities and amenities inside 5- star hotel) and experience a Fountain Show

Five-star luxury with its many distinct innovations that combine advanced technology, top-class amenities, environment friendly architectural planning, and a world- class entertainment options, all delivered kind of exemplary service that personifies the unique blend of Americans hospitality and classic Filipino warmth.

5:00-6:00PM

Dinner inside the hotel

7:30 PM

Check-in at 4-star hotel
 Legarda Rd, Baguio City, 8-minute walk from sprawling park, 2 km from both Baguio Cathedral and the Baguio bus terminal

Rest/Own Leisure/Overnight

Day 2 (FRIDAY)

6:00 AM

Wake-up call

6:00 AM-
7:30 AM

Breakfast at Hotel

8:00 AM -
12:00 NN

Front Office Operations
 Topic: Front Office Operations

Speakers: Associate Front Officer in hotel members of Front office personnel in the Philippines

12:00 NN

LUNCH at Hotel

01:00 PM-
5:00 PM

Hands-on/ Workshop -Front Office Operations/F.O. System Software (confirming guest reservations, bookings, cancellations, and Guest Folios.

5:00 PM –
8:00 PM

Dinner at Restaurant

8:00 PM-
09:30 PM

Back to hotel

Rest/Own Leisure/Overnight

Day 3 (SATURDAY)

5:00 AM

Wake-up call

06:00 AM

BREAKFAST at Restaurant



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
www.tuv.com
ID 5000018903



	07:00 AM- 09:30 AM	Travel time to one of the State University in Benguet (Visit the Extension program and IGP of the University, well known on-campus bakery in the town)
	09:30- 11:00AM	Hands-on activity inside the bakery of the university Bestsellers: Banana Bread and Carrot Cake
	↻ 12:00 PM- 01:30 PM	Lunch on Restaurant
	↻ 01:30 PM - 05:00 PM	Visit the Strawberry Farm Actual experience / picking of strawberry Visit the famous tourist destinations in Baguio Rest/Own Leisure/Overnight
Day 4 (SUNDAY)	6:00 AM	Wake-up call and preparation for breakfast BREAKFAST AT HOTEL
	7:00 AM	Travel time to Batangas
	12:00PM	Estimated time of arrival/Lunch at Batangas
	4:00 PM	Departure time from Batangas
	05:00 PM	Dinner on board
Day-6 (MONDAY)	6:00 AM	Estimated time of Arrival on each residence

END OF TOUR

MEAL SETS

DAY 1

MEAL	TYPE	DESCRIPTION	SERVING QUANTITY	
Lunch	Bento Box with 4 separators	Steamed Rice	1 Bento Box/ pax	
	Meat	For Fish: Steamed Fish with dressings For Pork: Pork Steak		
	Vegetable	Chopsuey		
	Dessert	Mixed mint candies		3
	Drinks	Bottled water 500-ml and Soda 355 ml		1 bot./pax
Snacks	Packed	Tuna Sandwich	1 packed/pax	
	Drink	Bottled Orange juice 355 ml	1 bot./pax	
Dinner	Bento Box with 4 separators	Steamed Rice	1 bento box/pax	
	Rice			
	Meat	Chicken and Pork Adobo		
	Vegetable	Stir fry mixed vegetables		1



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
 www.tuv.com
 ID: 9000018803



Dessert	Egg Tart	1
Drinks	Bottled water 500-ml and Soda 355 ml	1 bot./participant

DAY 1

MEAL	TYPE	DESCRIPTION	SERVING QUANTITY
Breakfast	American Breakfast	Sausages, Omelet, Toasted and Non-Toasted bread, marmalade Hot and Cold Beverages (Coffee, tea, and soda)	Eat all you can Overflowing hot and cold beverages
Snacks	Heavy snacks	Carbonara and Hot and cold beverages (Coffee, tea and soda)	Buffet Overflowing hot and cold beverages
Lunch	Buffet Meat Vegetable Dessert Drinks	Fried Rice; Steamed Rice For Fish: Fish Fillet For Pork: Pork Chop, pork Stew For Beef: Beef Steak Chopsuey, mixed vegetable salad with Ceasar Salad Petite Four Overflowing hot and cold beverages	Eat all you can
Snacks	Plated	Spaghetti with chicken and Pork Meatballs Overflowing Hot and cold beverages	1 Unlimited drinks
Dinner	Rice Soup Meat Vegetable Dessert Drinks	Fried Rice; Steamed Rice El Nido Soup Salmon, Roasted Chicken Pork Chop Beef Stew, etc. Stir fry Mixed vegetables Brownies/Muffins Overflowing of hot and cold beverages	Buffet/ Eat all you can

DAY 2

MEAL	TYPE	DESCRIPTION	SERVING QUANTITY
Breakfast	American Breakfast	Corned beef, bacon, poached eggs Toasted and Non-Toasted breads, marmalade/butter Hot and Cold Beverages (Coffee, tea, and soda)	Eat all you can Overflowing hot and cold beverages
Snacks	Heavy snacks	Ossobuco and Hot and cold beverages (Coffee, tea and soda)	Buffet Overflowing hot and cold beverages
Lunch	Buffet Meat Vegetable Dessert Drinks	Fried Rice; Steamed Rice For Fish: Orange Salmon with Coriander For Pork: Cherry Cola Ribs For Beef: Beef Stew Fresh mixed vegetable salad with Caesar Salad Fruit Salad Overflowing hot and cold beverages	Eat all you can
Snacks	Plated	Creamy spinach pasta Overflowing Hot and cold beverages	1 Unlimited drinks



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



www.tuv.com
 ID: 5000018803

Dinner	Rice Soup Meat Vegetable Dessert Drinks	Fried Rice; Steamed Rice Asparagus Soup Salmon, Roasted Chicken Pork Chop Beef Stew, etc. Chinese stir fry vegetables Mango Tapioca Overflowing hot and cold beverages	Buffet/ Eat all you can
---------------	--	--	-------------------------------

DAY 3

MEAL	TYPE	DESCRIPTION	SERVING QUANTITY
Breakfast	Filipino Breakfast	Fried/ Steamed Rice Fried Eggplants, Scrambled Eggs, and Tocino, (Coffee, tea, and soda)	Eat all you can Overflowing hot and cold beverages
Snacks	Heavy snacks	Ossobuco and Hot and cold beverages (Coffee, tea and soda)	Buffet Overflowing hot and cold beverages
Lunch	Buffet (Foods in Baguio) Soup Meat Dessert Drinks	Steamed Rice Strawberry Sinigang For Fish: Sweet Sour Fish Fillet For Chicken: Hainanese Chicken For Pork: Kiniiang and Etag (Dried Pork) Ube Jam Overflowing hot and cold beverages	Buffet/ Eat all you can
Snacks	Plated	Carrot and Banana Cake Overflowing Hot and cold beverages	2 Unlimited drinks
Dinner	Rice Soup Meat Vegetable Dessert Drinks	Fried Rice; Steamed Rice Braised Crown- Shaped Superior Soup Honey Roasted Barbecued Pork Steamed Xiao Long Bao Vegetable mushroom in crispy Taro Ring Chilled Almond Bean curd with Lychee Overflowing hot and cold beverages	Buffet/ Eat all you can

DAY 4

MEAL	TYPE	DESCRIPTION	SERVING QUANTITY
Breakfast	Filipino Breakfast	Fried/ Steamed Rice Meatloaf, Chorizos, And Fried Dried Fish (Coffee, tea, and soda)	Eat all you can Overflowing hot and cold beverages
Snacks	Heavy snacks	Ossobuco and Hot and cold beverages (Coffee, tea and soda)	Buffet Overflowing hot and cold beverages
Lunch	Buffet Soup Meat	Fried/Steamed Rice Mushroom Soup	Eat all you can/drink all you can



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
 www.tuv.com
 ID: 900018903



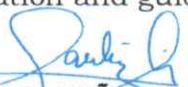
		For Fish: Marinated diced Salmon and Tuna	
	Vegetable	For Chicken: Chicken Pad Thai	
	Dessert	Steamed Prawn Gyoza	
	Drinks	Mochi	
		Strawberry cold drink	
Snacks	Packed	Cheese Burger with French fries	2
		Bottled water 500 ml and Soda 355 ml	1 bot./pax
Dinner	Bento box with separator	Steamed Rice	1 bento/pax
	Meat	Grilled fish and Roasted Chicken	
	Dessert	Sponge cake	
	Drinks	Bottled water 500 ml and Soda 355 ml	

DAY-6

MEAL	TYPE	DESCRIPTION	SERVING QUANTITY
Light snacks	Packed	Hamburger	
	Drinks	Bottled water 500 ml and Soda 355 ml	1/pax

Please be advised that this bid bulletin is issued to amend the checklist of technical and financial documents, and specifications in all attached/associated documents. This shall be an integral part of the Bid Documents.

For information and guidance of all concerned.


ATTY. GLENN NIÑO M. SARTILLO *nf*
 BAC Chairperson 