

**TERM OF REFERENCE: VEHICLE/TRANSPORTATION
FOR TOURISM EXPO JAPAN 2024**

I. SCOPE OF WORK/DELIVERABLES

The car company should provide one service vehicle for the Congressional Participants and Department of Tourism staff who will assist relative to the implementation of Tourism Expo Japan 2024 from September 25 to September 30, 2024

The vehicle provided aims to ensure the safety and security of high-level government officials.

The vehicles that will be used should be in good condition, with a complete insurance policy that covers third-party compensation, injury compensation, or compulsory automobile liability insurance. The driver of the vehicle should have a valid Japanese driver's license.

II. PROJECT COST

The total transportation fee for six (6) days (September 25 to September 30, 2024) inclusive of tax is **JPY 500,000**, inclusive of transportation, meals of the driver, and consumption tax.

III. ELIGIBILITY

The car company shall:

- A. be a Japan-based company and duly registered with the appropriate Japanese institutions;
- B. have at least five (5) years of experience in car hiring services

IV. DEADLINE AND ACCEPTANCE OF PROPOSAL

The deadline for the submission of proposal is on September 13, 2024.