



Client Travel Guide



[CLICK HERE](#)

Manila

12th Floor, Rockwell Sheridan
Business Center,
Sheridan Corner United Streets,
Mandaluyong City

Contact

+632 8638 0590



About TOA Global Manila

Our Manila office is situated in the vibrant district of Mandaluyong City and occupies the 12th floor of the [Rockwell Sheridan](#) building. All your essential needs are within easy reach; the building houses retail stores, food kiosks, a gym, cafés, ATMs, and a wide array of restaurants.



Dress code

Business casual clothing may be worn in the Manila office from Monday to Friday. Comfortable attire for after-work or weekend activities



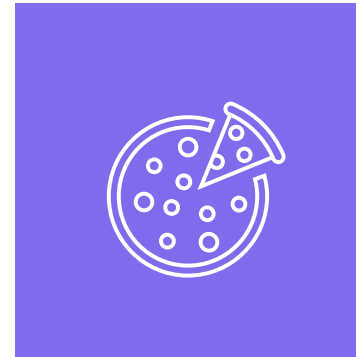
Nearest malls

Shop for your essential needs at [SM Megamall](#), [Shangri-La Plaza](#), and Pioneer Center (one of the city's oldest and largest supermarkets).



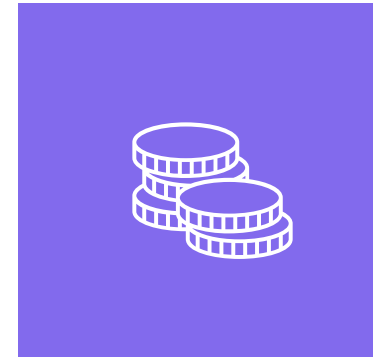
Nearest banks

[BPI](#) and [BDO](#) are available in the building. Other banks that can be easily accessed are [China Bank](#), [Union Bank](#), [Security Bank](#), and [Robinsons Bank](#).



Nearest food outlets

Our Manila office has its own food concessionaire. Other dining options available in the building include [Family Mart](#), [Starbucks](#), [Mann Hann](#), [Banapple](#), [Merienda by Pan de Manila](#), [Shrimp Bucket](#), and [Open Kitchen](#).



Payment options

Cash is preferred, although credit cards are also accepted.

What to Bring and Prepare



Your passport, evidence of sufficient funds to support your stay in PH, hotel accommodation bookings, and return tickets.

If you have a passport issued by Australia, New Zealand, the United Kingdom, or the United States, you can enter the Philippines without a visa and stay for up to 30 days, provided:

- You are traveling to the Philippines for business or tourism.
- You have valid return or outbound tickets to your country of origin or next destination.
- Your passport is valid for at least 6 months after your planned stay in the country.

You can find the latest guidelines for temporary visitors to the Philippines [here](#).



Within 72 hours before your scheduled arrival in the Philippines, please register through the eTravel portal: <https://etravel.gov.ph>. This replaced the paper-based arrival and departure cards.



Credit card and cash. Ensure you have enough local currency (₱ – Philippine Peso) to cover your airport transfer and daily transportation from the hotel to the office and vice versa.



Prepare your itinerary ahead of time. Please communicate your plans to the Client Relationship Manager (CRM) weeks prior to your visit.



Prescriptions or over-the-counter medication, if needed.



Wall socket adapters for your gadgets as the common voltage in the Philippines is 220 volts.



Travel insurance is optional, but highly encouraged.

Flying to the Philippines

Via Ninoy Aquino International Airport (NAIA)

Register within 72 hours here

[Click here](#)



TOA Global Transportation

Airport pickup can be arranged by your CRM. Our dedicated driver with a 'TOA Global' sign, will pick you up at the airport and drop you off at your hotel. Please see approximate costs below.

One Way Transfer (Airport – Hotel)	Cost in ₱	Cost in AUD
Sedan	2,000	54.69
SUV (5 seaters)	2,500	68.36
Van (10-15 seaters)	3,500	95.16
Inclusions	Driver's fee, fuel, passenger insurance	
Waiting Time	Maximum 60 mins waiting time. Charges apply if waiting time exceeds 60 minutes.	

Note: Charges may change. Please coordinate with your Client Relationship Manager for actual cost.

Getting around Manila: Transportation tips



Grab Car or Grab Taxi

The preferred mode of transport for booking a ride from NAIA airport to your hotel, visiting our TOA Global Manila office, or to go anywhere in Metro Manila.

Key in your pickup point and destination to get estimated fares.

[Download Grab App](#)

Cash and credit cards are accepted as payment options.

Coupon Taxi

Parked across from the Arrival Hall exit, these blue-marked white cabs offer fixed rates depending on your destination.

Be sure to keep the coupon handed to you until you reach your destination.

Regular Metered Taxi

Use this option only if you know your way to your destination (not all regular taxi drivers use Waze).

Base rate is ₱40.00 with an additional charge of ₱13.50 for every kilometre, and ₱2.00 for every two minutes waiting or standing in traffic.

Some drivers will also ask for “meter plus ₱50 or ₱100” but you can either accept this or wait for another vehicle.

Where to Stay



Joy-Nostalg Hotel

8 min
1.9 km

Citadines Ortigas Avenue

10 min
2.1 km

Marco Polo

9 min
2 km

Discovery Suites Hotel

8 min
1.7 km

Edsa Shangri-La

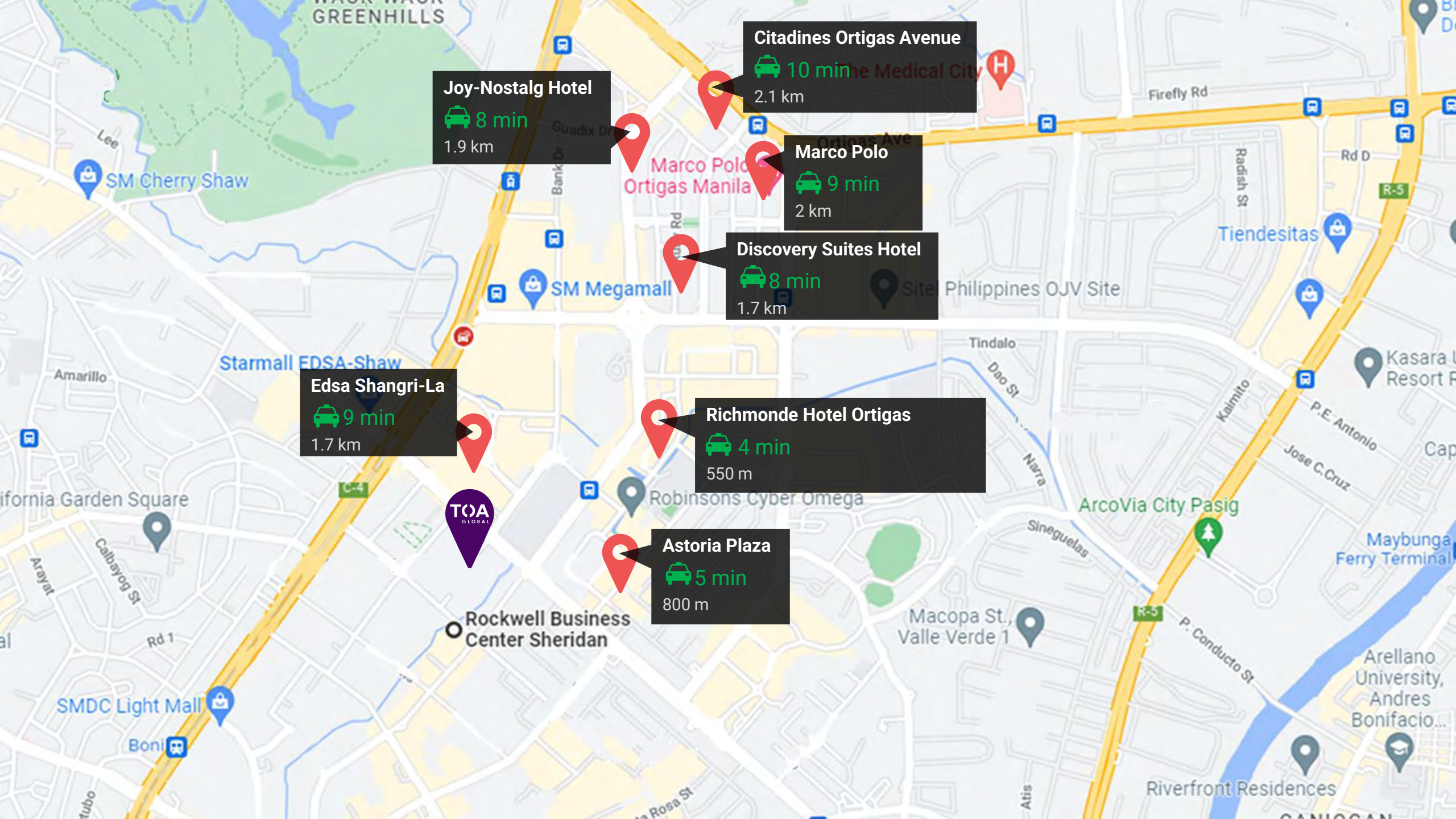
9 min
1.7 km

Richmonde Hotel Ortigas

4 min
550 m

Astoria Plaza

5 min
800 m





Marco Polo Ortigas, Manila

Best features: Four specialty outlets, luxurious rooms, premium spa and wellness facilities, close proximity to shopping and entertainment areas, sky bar and lounge.

For rates and other features:

[Click here](#)



MAP AVAILABLE
HERE



Joy-Nostalg Hotel

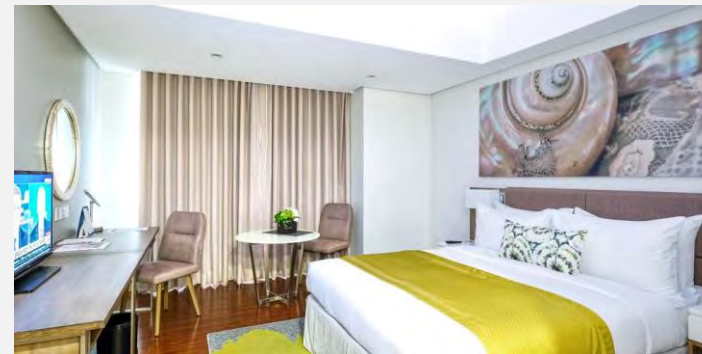
Best features: Deluxe serviced residences featuring well-appointed suites with fully equipped kitchen, indoor pool, spa and wellness centre.

For rates and other features:

[Click here](#)



MAP AVAILABLE
HERE



Citadines Ortigas Avenue

Best features: Guest lounge, swimming pool, fitness centre, and serviced resident units with fully-equipped kitchens.

For rates and other features:

[Click here](#)



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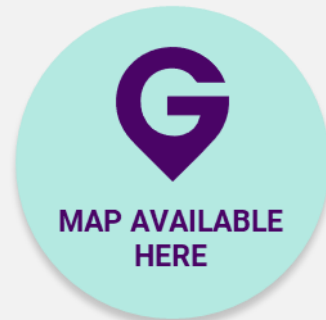


Discovery Suites Hotel

Best features: Indoor swimming pool, jacuzzi, site spa services, car rental services, wellness facilities.

For rates and other features:

[Click here](#)

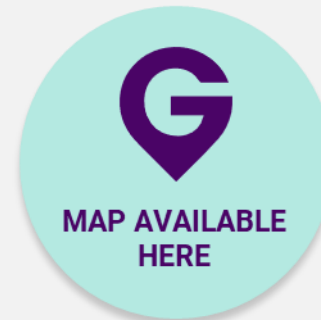


Richmonde Hotel Ortigas

Best features: 3 on-site restaurants, heated indoor pool, 24-hour medical assistance service, airport transfers, fitness centre, site spa services, and a gym. .

For rates and other features:

[Click here](#)



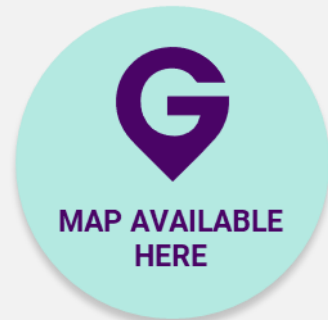


Astoria Plaza

Best features: A 20-meter-long swimming pool, fitness centre, free shuttle service, business centre, 2 on-site restaurants, kitchen and living room amenities in one and two-bedroom suites.

For rates and other features:

[Click here](#)

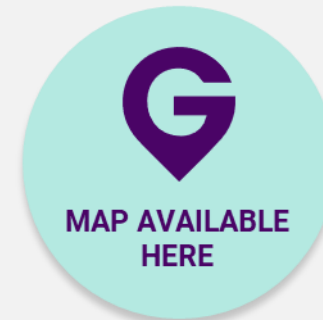


Edsa Shangri-La

Best features: 6 international restaurants and bars, adjacent to two major shopping complexes (Shangri-La Plaza and SM Megamall), pools, spa services, and a gym.

For rates and other features:

[Click here](#)



TOA GLOBAL



DINE



DRINK



SHOP



HAVE FUN



Sarsa's Kitchen + Bar

A favourite Filipino comfort food eating hub that serves Filipino and Negrense cuisine.

Must-try: Batchoy special (served with egg, sliced bone marrow, bacon-cut liempo, and fresh egg miki noodles), tortang talong (eggplant omelette) with crispy sardines and kesong puti (white cheese), sizzling kansil (beef shank with bone marrow).

For adventurous eaters: Isaw (chicken intestine).



Manam Café

Specialises in serving Filipino fare with a creative twist.

Must-try: Crispy pancit palabok (crispy fried noodles topped with hard-boiled egg slices and tender shrimp), sinigang na beef short rib (sour beef soup) with slices of watermelon, crispy pata (deep-fried pig trotters) with garlic chili bits.

For adventurous eaters: Crispy sisig (made of chopped pig's cheeks, ears, liver, and onions), gising-gising (creamy-spicy green bean dish made of coconut cream and pork chunks).



Sentro 1771

One of the first restaurants to offer modern twists on Filipino staples.

Must-try: Fried suman (rice cake) and mangoes, Rated GG (blue mackerel scad fillets) fried in olive oil and garnished with toasted garlic; keso flan, (no-crust cheesecake served with a side of quezo de bola slices and salted egg).

For adventurous eaters: Sinigang na corned beef (tender, chunky, home-made corned beef and boneless beef shanks in tamarind broth with vegetables).





Mesa

The first and only-grill restaurant in Metro Manila that provides on-the-spot grilling right at your table. It also specialises in Filipino comfort food.

Must-try: Baby squid in olive oil, baked scallops with garlic butter, grilled prawns with lemon butter, and drunken ostrich with cheese.

For adventurous eaters: Laing (taro leaves with shrimp paste, pork, and coconut cream).



Jollibee

This Filipino-owned fast-food giant was once dubbed by the late Anthony Bourdain as “the wackiest, jolliest place on earth.”

Must-try: Jolly spaghetti (the pasta is boiled well past al dente, and the tomato sauce is sweet, cooked with sliced hot dogs and topped with melted cheddar cheese), Chickenjoy (fried chicken paired with Jollibee's signature gravy).



Wildflour Café + Bakery

This restaurant is a favourite among Filipino diners for its world-class brunch and bistro dishes, desserts, and pastries – all cooked and baked fresh in-house.

Must-try: Lasagna bolognese, chicken avocado sandwich, double cheeseburger, squid ink pasta, and young coconut.





Mamou

Mamou serves quality, flavourful dishes. They have a wide variety of offerings to choose from, including their popular home-style kitchen dishes.

Must-try: Try their famous steak and pasta.



Cibo

A modern Italian caffè-paninoteca, offering a wide range of authentic Italian dishes—antipasti, zuppe, insalate, paste, pizze, secondi piatti, dolci and bevande.

Must-try: Spaghettoni Alla Roma with sardines, fennel, olive oil, chili peppers and red pesto.



Mary Grace

Home of the handmade ensaymadas, cheese rolls and a host of delicious bakes for delivery or pickup.

Must-try: Mary Grace cheese rolls are an institutions – soft, billowy rolls with a velvety cheese centre.



TimHoWan

Tim Ho Wan has been called the most affordable Michelin-starred restaurant in the world! Enjoy the award-winning Hong Kong dim sum in a modern setting.

Must-try: More than six varieties of delicious steamed dumplings and poached fresh greens with oyster sauce.





Drink



Mistral Rooftop Bar

Enjoy cocktails that perfectly match the Manila climate as well as a wide selection of wines, champagnes, and spirits. It's located on the 10th floor of Raffles Makati which means it also offers an amazing view of the Makati City skyline.



Dr Wine Rooftop

Best for chilling out with a glass of wine while watching the sun set over the Makati cityscape.



The Curator

Best known for specialty coffee and hand-crafted cocktails.



Oto

Awarded one of the best bars in Asia for five years in a row and designed to give guests the ultimate listening experience too.





Greenhills Shopping Center

An indoor-outdoor haven with more than 2,000 stores that sell anything from clothes and electronics to accessories (especially pearls that define the Philippines as the Pearl of the Orient).

Pro tip: The key to shopping here is to haggle and compare prices in surrounding stalls.



Greenbelt

One of the most upscale malls in the country for indoor shopping and dining with landscaped gardens.

Pro tip: Head straight to the second floor of Greenbelt 5 if you want to have a look at some of the country's top local designer brand collections.



Bonifacio High Street

It's the Philippine version of Main Street, USA, which celebrates a work and play environment. Its wide, clean roads are lined with flagship stores and restaurants.





Have fun



Intramuros

Explore this ancient walled city either via kalesa (horse-drawn carriages) or on sustainable bamboo bikes (e.g., Bambike Ecotours).

Fun fact: It's home to Manila Cathedral, a Romanesque facade with the biggest pipe organ in Southeast Asia.



Binondo

The world's oldest Chinatown where you can find an amalgamation of Buddhist temples, pawn shops and Chinese restaurants, with each street housing a specialty.



Malabon tricycle tour

Enjoy the culinary experience of a food tour with generational recipes. You can pick from a heritage tour, food tour or both.



Tagaytay

Approximately 60 kilometres from Manila, this place is home to Taal Volcano (the smallest active volcano in the world). It's also a crowd-favourite destination thanks to its fresh air, cool and breezy climate, and plenty of greenery.



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