



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 8550133  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Procurement of International Airline Tickets MNL-Manchester, UK-MNL (April 4-9, 2022)  
**Area of Delivery**

<b>Solicitation Number:</b> 2022-02-0031	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations		
<b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	2
<b>Classification:</b> Goods - General Support Services	<b>Bid Supplements</b>	1
<b>Category:</b> Travel, Food, Lodging and Entertainment Services		
<b>Approved Budget for the Contract:</b> PHP 360,572.94	<b>Document Request List</b>	2
<b>Delivery Period:</b> 6 Day/s		
<b>Client Agency:</b>	<b>Date Published</b>	23/03/2022
<b>Contact Person:</b> TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat Avenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425 taromanes@tourism.gov.ph	<b>Last Updated / Time</b>	23/03/2022 17:46 PM
	<b>Closing Date / Time</b>	28/03/2022 10:00 AM

#### Description

##### TERMS OF REFERENCE

- I. BIDDER: : Tour Operator  
 II. PROJECT TITLE : CAPA Airline Leader Summit 2022  
 III. VENUE : Carden Park Hotel Golf Resort and Spa, Manchester, United Kingdom

##### IV. MINIMUM REQUIREMENTS FOR THE TOUR OPERATOR

- A Philippine-based PhilGEPS registered tour operator
- Must be DOT-accredited, if Philippine-based company
- Must be willing to provide services on send-bill arrangement

##### V. SCOPE OF WORK

###### A. Roundtrip International Air Tickets (2 pax)

- Issuance of roundtrip economy air ticket is subject to DOT clearance upon issuance of approved travel order

###### Arrival Departure

Route Date ETD ETA Route Date ETD ETA

Manila to Manchester, UK April 4, 2022 0015H 1325H Manchester, UK to Manila April 9, 2022 1455H 1630H+1

###### Baggage allowance per pax per way

- One 35 kg luggage (inclusive of the fare)
- One 23 kg luggage
- 7 kg carry-on (inclusive of fare)

###### B. COVID-19 RTPCR Swab Tests (2 pax)

Tests Venue

72 hours prior to flight out of Manila Manila / NCR  
48 hours prior to return to Manila Manchester, UK

C. Health and Travel Insurance (2 pax)

- Venue – Manchester, United Kingdom
- Coverage Date – April 4 to 9, 2022
  - o Personal Accidental Benefit
  - o Medical and Evacuation Benefit including COVID-19 coverage
  - o Travel Inconvenience Benefit
  - o 24-hour Travel Assistance

D. Corporate Giveaways

- o Philippine Dried Mango (400 pcs)
- o 100 grams / pack

IX. BUDGET

Total Budget allocation Three Hundred Sixty Thousand Five Hundred Seventy-Two Pesos and Ninety-Four Centavos (PHP 360,572.94) inclusive of taxes. Full payment shall be made upon completion of the project (send bill arrangement).

X. PROJECT OFFICER

BUENA CARLA F. ZALDIVIA

Email Address: gbgustilo@tourism.gov.ph

Tel. No.: (02) 459 5200 loc. 508

**Other Information**

NOTE: The winning bid shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of the bid does not exceed the above total budget.

**REQUIRED VALID DOCUMENTS TO BE SUBMITTED:**

1. Current Mayor's/business Permit/BIR cert. of Registration (Individual)
2. PhilGEPS' Registration Number or Cert. of Platinum membership in lieu of Mayor's permit and PhilGEPS' registration number.
3. Latest annual Income Tax Return (for ABC's above PhP500K)
4. Original or certified true copy of duly notarized Omnibus Sworn Statement.
5. Must be DOT- accredited tour operator.

**Created by** TERESITA A. ROMANES

**Date Created** 22/03/2022

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