



Bid Notice Abstract

Request for Proposal (RFP)

Reference Number 8794506
Procuring Entity DEPARTMENT OF TOURISM - REGION IV-B MIMAROPA
Title GENDER AND DEVELOPMENT (GAD) WEBINARS FOR TOURISM STAKEHOLDERS
Area of Delivery Metro Manila

Solicitation Number:	2022-06-09	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods - General Support Services	Bid Supplements	0
Category:	Education and Training Services		
Approved Budget for the Contract:	PHP 512,000.00	Document Request List	0
Delivery Period:	2 Month/s		
Client Agency:		Date Published	29/06/2022
Contact Person:	Monina Valdez Raneses Senior Tourism Operations Officer 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-459-5200 Ext.210 63-890-0945 dot.mimaropa@gmail.com	Last Updated / Time	28/06/2022 22:02 PM
		Closing Date / Time	04/07/2022 13:00 PM

Description

Terms of Reference

I. Host Agency : Department of Tourism MIMAROPA

Dates of Implementation : July and August 2022

II. DOCUMENTARY REQUIREMENTS FOR ONLINE PROVIDERS

Current Mayor's / Business Permit / BIR Certification (for Individual)

PHILGEPs' Registration Number or Certificate of Platinum Membership

Latest Annual Income Tax Return (For ABC's above PhP 500,000.00)

Registration Certificate from SEC or DTI

Original or certified true copy of duly notarized Omnibus Sworn Statement

Submission of Titles, Topics, Objectives of the Webinars; and Profiles and Accomplishments of the Resource

Persons on or before closing of PHILGEPs posting for interested bidders

III. TECHNICAL DESCRIPTION / SPECIFICATIONS

Duly Licensed Online Training Provider should be able to provide the following:

Four (4) modules in eight (8) runs of online forum/webinar production with maximum of 3 hours per module;

Program Development – curriculum relevant to GAD industry needs and standards;

Must have had Trainer experience with LGUs or NGAs;

Must have conducted seminars around the country;

Must have worked with DOT or affiliate agencies;

Engagement of Industry and GAD Experts as Resource Speakers;
 Platform set-up to ensure that training will run smoothly/Must have Zoom and Streamyard capability;
 Must produce Infographics each for the 4 modules
 Develop and administer pre-registration and feedback/post-evaluation in consultation with the End-user ;
 Provide Host and Moderator during the Webinar;
 Issuance of E-certificates/Certificates of Participation;
 Provide training/session materials without further charges or fees;
 Provide Photo Documentation and Post-activity Report;
 Must be residing in Metro Manila; and
 Must be able to provide the requirements on send bill arrangement

IV. PROPOSED WEBINAR MODULES

1. SPIRITUAL AND MENTAL WELLNESS

(2 runs)

OBJECTIVE

To provide participants with the encouragement and inspiration on how to cope up mentally and spiritually from stress and challenges brought about by the Pandemic.

TARGET PARTICIPANTS

80 persons from DOT MIMAROPA Accredited Tourism Enterprises and Local Government Units

2. ANTI VIOLENCE AGAINST WOMEN

(2 runs)

To provide participants with information on anti-violence against women as well as gain inspiration on rising up amidst challenges.

TARGET PARTICIPANTS

80 persons from DOT MIMAROPA Accredited Tourism Enterprises and Local Government Units

3. WOMEN EMPOWERMENT

(2 runs)

OBJECTIVE

To provide a webinar to encourage women to take up space in the tourism industry and become achievers/leaders.

TARGET PARTICIPANTS

80 persons from DOT MIMAROPA Accredited Tourism Enterprises and Tour Guides; and Local Tourism Officers

4. REINVENTING YOURSELF IN TOURISM IN THE NEW NORMAL

(2 runs)

OBJECTIVE

To provide a webinar on enhancing personality development focusing on motivational stories of Resource Speakers on how they rise amidst challenges as well as power dressing in the tourism industry in the New Normal.

TARGET PARTICIPANTS

80 persons from DOT MIMAROPA Accredited Tourism Enterprises (TEs) and Tour Guides; and Local Government Units

V. APPROVED BUDGET FOR THE CONTRACT

The total budget allocation is Five Hundred Twelve Thousand Pesos (Php 512,000.00), inclusive of applicable taxes and fees.

The winning bid shall be determined based on the proposal that is responsive with the technical specifications and whose bid is within the approved budget for the contract (ABC).

VI. PAYMENT PROCEDURE:

Terms of payment to the winning bidder shall be in accordance with the government procedure (send bill arrangement). Failure to comply with the terms and conditions of the contract will result in the payment of corresponding penalties and liquidated damages in the amount equal to ten percent (10%) of the contract price by the winning bidder.

Full payment shall be made within thirty (30) working days upon completion of webinars conducted.

VII. COMPLIANCE TO SPECIFICATIONS/PROVISIONS

The WINNING BIDDER, however, shall be determined not solely based on the amount of bid but shall also consider the over-all compliance with the submission of titles, topics, objectives of the Webinars; and Profiles and Accomplishments of the Resource Persons.

The WINNING BIDDER shall warrant its performance in accordance with the specifications as stated in this TOR, and above-mentioned over-all compliance as approved by the DOT-MIMAROPA END USER and that any and all resulting defects or deviations shall be corrected by the WINNING BIDDER at its own expense immediately upon being informed thereof by the DOT-MIMAROPA END USER.

The WINNING BIDDER shall hold in confidence all confidential information which comes to their knowledge and shall not use, reproduce, nor disclose to others the approved modules listed above except to those persons entrusted/authorized by the DOT-MIMAROPA END USER.

VIII. PROJECT OFFICER/CONTACT PERSON

Name : MR. JOSEPH GILBERT A. LAZARO

Email : tisp.dot4b@gmail.com

Contact Nos. : (0917) 700-4347

Created by Monina Valdez Raneses

Date Created 28/06/2022

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system.

PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.