



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8862643
Procuring Entity DEPARTMENT OF TOURISM - REGION IV-B MIMAROPA
Title MOBILE ACCREDITATION PROJECT IN THE PROVINCE OF OCCIDENTAL MINDORO
Area of Delivery Occidental Mindoro

Solicitation Number:	2022-07-013	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods - General Support Services	Document Request List	0
Category:	Travel, Food, Lodging and Entertainment Services	Date Published	23/07/2022
Approved Budget for the Contract:	PHP 192,400.00	Last Updated / Time	22/07/2022 22:20 PM
Delivery Period:	8 Day/s	Closing Date / Time	26/07/2022 13:00 PM
Client Agency:			
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		

Description

Terms of Reference

I. Host Agency: DEPARTMENT OF TOURISM – MIMAROPA
 Date: August 8 to 15, 2022

II. MINIMUM REQUIREMENTS FOR SERVICE PROVIDER

- A. Must be PHILGEPs REGISTERED
- B. Must be a DOT Accredited Travel and Tour Agency / Tour Operator based in Metro Manila and MIMAROPA
- C. Must be willing to provide services on a send bill arrangement
- D. Must comply with the detailed services specified in Item V of the TOR

III. DOCUMENTARY REQUIREMENTS

- Current Mayor's / Business Permit
- PHILGEPs' Registration Number or Certificate of Platinum Membership
- Registration Certificate from SEC or DTI
- Original or certified true copy of duly notarized Omnibus Sworn Statement
- DOT Accreditation Certificate

IV. SCOPE OF WORK / DELIVERABLES:

Transportation Requirements:

1. Van Hire – One (1) unit of van

- August 8, 2022 – Metro Manila to Batangas Port
- *Inclusive of toll fees, fuel, and driver's meals

2. Van Hire – Two (2) units of van per day

- Inspection of Tourism Enterprises in the Province of Occidental Mindoro
- Two (2) units of van with clean and comfortable seats
- Preferably 2021 to 2022 model

• Passengers:

1. Ms. Cecil V. Aranton
2. Ms. Ma. Elizabeth C. Viray
3. Ms. Monina V. Rañeses
4. Mr. Joseph Gilbert A. Lazaro
5. Ms. Jocelle Q. Valera
6. Mr. Michael John A. Nicolas
7. Ms. Charlotte Monique B. Guerrero
8. PTO, CTOs and Tourism Staff

• Date of Inspection:

August 8, 2022 – 2 vans (half day)

August 9, 2022 – 2 vans (half day)

August 10 to 14, 2022 – 2 vans (whole day)

- Shall provide transport service within the Province of Occidental Mindoro for 8-12 hours/day to DOT MIMAROPA representatives.
- Shall provide undivided time and service to DOT MIMAROPA on August 8 to 14, 2022.
- Shall provide disinfection kit, first aid kit, driver's meals and accommodation, fuel and other charges.
- Drivers shall strictly observe health protocol such as wearing facemask.
- Shall provide non-smoking driver

3. Boat Hire – One (1) unit of boat for one day

- Boat shall have a capacity of 7 to 10 pax which will be used for inspection of island accommodations in San Jose, Occidental Mindoro.
- Shall provide disinfection kit, first aid kit, boatmen's meals, fuel and other charges.
- Drivers shall strictly observe health protocol such as wearing facemask.
- Shall provide non-smoking boatmen.

4. Airline Tickets – Seven (7) pax

• Flight Details:

Date: August 15, 2022

Route: San Jose, Occidental Mindoro (SJI) to Manila (MNL)

ETD: AM Flight

• Passenger Details:

Name: Ms. CECIL V. ARANTON

Birthdate: 02 September 1963

Contact Number: (02) 890-0945

Baggage Allowance: 30KG

Name: Ms. MA. ELIZABETH C. VIRAY

Birthdate: 17 August 1963

Contact Number: (02) 890-0945

Baggage Allowance: 30KG

Name: Ms. MONINA V. RAÑESES

Birthdate: 03 February 1978

Contact Number: (02) 890-0945

Baggage Allowance: 30KG

Name: Mr. JOSEPH GILBERT A. LAZARO

Birthdate: 19 March 1981

Contact Number: (02) 890-0945

Baggage Allowance: 30KG

Name: Ms. JOCELLE Q. VALERA

Birthdate: 31 August 1993

Contact Number: (02) 890-0945

Baggage Allowance: 30KG

Name: Mr. MICHAEL JOHN A. NICOLAS
Birthdate: 06 June 1993
Contact Number: (02) 890-0945
Baggage Allowance: 30KG

Name: Ms. CHARLOTTE MONIQUE B. GUERRERO
Birthdate: 01 December 1991
Contact Number: (02) 890-0945
Baggage Allowance: 30KG

V. BUDGET

Budget for the conduct of the event is One Hundred Ninety-Two Thousand Four Hundred Pesos (Php192,400.00), inclusive of amenities and all government taxes and service charges as defined in this Terms of Reference.

In the event that DOT is able to secure sponsorships, the corresponding value must be deducted from the total invoice amount.

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

VI. CONTACT PERSON

Name : Ms. Jocelle Valera
DOT-MIMAROPA Regional Office
Contact numbers : (0995) 904 2717
Email Address : dot4bonline@gmail.com

Created by Monina Valdez Raneses

Date Created 22/07/2022

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