



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9091532  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** PROCUREMENT OF INTERNATIONAL AIRLINE TICKETS FOR SINGAPORE ON OCTOBER 31 TO NOVEMBER 5, 2022

#### Area of Delivery

<b>Solicitation Number:</b>	2022-10-162	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services	<b>Date Published</b>	07/10/2022
<b>Approved Budget for the Contract:</b>	PHP 349,889.00	<b>Last Updated / Time</b>	07/10/2022 00:00 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	11/10/2022 10:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Clara Cortez Buscano Administrative Assistant III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200  spyccb@yahoo.com		

#### Description

##### TERMS OF REFERENCE

- I. BIDDER : Tour Operator  
 II. PROJECT TITLE : CAPA Asia Aviation Summit 2022 in Singapore  
 III. MINIMUM REQUIREMENT OF SUPPLIER:  
 • Must be willing to provide services on send-bill arrangement  
 • Must be a PhilGEPS registered tour operator

##### IV. SCOPE OF WORK/DELIVERABLES

- A. Roundtrip International Air Tickets (3 pax)  
 • Issuance of roundtrip economy air ticket is subject to DOT clearance upon issuance of approved travel order  
 • Flights must be rebookable

##### Passengers:

- 1.) MS. BUENA CARLA F. ZALDIVIA
- 2.) MR. GHIENEL B. GUSTILO
- 3.) To be announced (TBA)

31 October 2022  
 • Manila – Singapore  
 ETD: 0925H  
 ETA: 1315H

05 November 2022

• Singapore - Manila  
ETD: 1415H  
ETA: 1800H

**Baggage Allowance:**

- One (1) hand-carry baggage (per pax per way)
- One (1) 30 kg check-in baggage (per pax per way)

**B. RTPCR Swab Tests (3 pax)**

**Passengers**

- 1.) MS. BUENA CARLA F. ZALDIVIA
- 2.) MR. GHIENEL B. GUSTILO
- 3.) To be announced (TBA)

**Testing Schedules:**

- 72 hours prior to flight out of Manila
- 24 hours upon arrival in Manila

**C. Health and Travel Insurance (3 pax)**

**Passengers:**

- 1.) MS. BUENA CARLA F. ZALDIVIA
- 2.) MR. GHIENEL B. GUSTILO
- 3.) To be announced (TBA)

Coverage Date: 31 October to 5 November 2022

**Coverage:**

- Personal Accidental Benefit
- Medical and Evacuation Benefit including COVID-19 coverage
- Travel Inconvenience Benefit
- 24-hour Travel Assistance

**V. BUDGET**

Total Budget allocation Three Hundred Forty-Nine Thousand Eight Hundred Eighty-Nine Pesos (PHP 349,889.00) inclusive of taxes. Full payment shall be made upon completion of the project (send bill arrangement).

**VI. PROJECT OFFICER**

BUENA CARLA F. ZALDIVIA  
Department of Tourism  
351 Sen. Gil Puyat Avenue, Makati City  
Email Address: gbgustilo@tourism.gov.ph  
Tel. No.: (02) 459 5200 loc. 522

**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.

**ELIGIBILITY REQUIREMENTS:**

1. Current Mayor's/Business Permit/BIR Certification of Registration (Individual)
2. PHILGEPs' Registration Number or Certificate 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. Business Tax Return (latest, monthly or quarterly for ABC's above Php500K)
5. Original or certified true copy of duly notarized Omnibus Sworn Statement
6. DOT Accreditation Certificate (valid)

Kindly submit your quotations together with your eligibility requirements IN A SEALED ENVELOPE on or before 11 OCTOBER 2022 @ 10:00 a.m. (indicating the Solicitation Number and Title of the Project) addressed to: Ms. Clara C. Buscano, email address: ccbuscano@tourism.gov.ph.  
Late and unsigned quotations shall not be accepted.

**NOTE: For Land Bank Payment Purposes:**

Bank Name : \_\_\_\_\_  
Bank Account Number : \_\_\_\_\_  
Account Name : \_\_\_\_\_  
Other Bank has charges : \_\_\_\_\_

**Created by** Clara Cortez Buscano

**Date Created** 06/10/2022