



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9114983  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** PROCUREMENT OF INTERNATIONAL AIRLINE TICKETS FOR VIETNAM ON NOVEMBER 10-15, 2022

**Area of Delivery**

<b>Solicitation Number:</b>	2022-10-184	<b>Status</b>	<b>Pending</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>	14/10/2022
<b>Approved Budget for the Contract:</b>	PHP 180,503.86	<b>Last Updated / Time</b>	13/10/2022 14:16 PM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	18/10/2022 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**

TECHNICAL SPECIFICATIONS

BIDDER : Tour Operator / Ground Handling Services  
 PROJECT TITLE : Begin Education Fairs in Vietnam  
 PROJECT DATE : 10 to 15 November 2022

I. PROJECT OBJECTIVES

Begin Group is a trusted and leading education fair organizer that runs over 50 education fairs every year in Europe and Asia. Its market expertise and vast partnerships with education and study abroad agencies enabled the company to mount successful events beneficial for participating educational institutions.

Vietnam is an emerging market for Philippine English as a Second Language (ESL) which also showed great interest in the ESL and review programs of the country, such as the International English Language Testing System (IELTS) and Test of English for International Communication (TOEIC).

The Office of Product and Market Development (OPMD) will be participating in the Begin Education Fairs in Vietnam to sustain the interest of the Vietnamese market in Philippine ESL.

The Department of Tourism (DOT) is in need of services of a local tour operator or travel agency engaged in the business of providing international air tickets and domestic air tickets to Vietnam.

II. MINIMUM REQUIREMENTS

- A. Must be accredited by the DOT and must abide to the Memorandum Circular on the Health and Safety Guidelines Governing the Operations of Travel and Tour Agencies and Tour Guides under the New Normal;
- B. Must be accredited with the Philippine Government Electronic Procurement Systems (PhilGEP); and
- C. Must be willing to provide services on send – bill arrangement.

III. SCOPE AND WORK DELIVERABLES

A. INTERNATIONAL AIR TICKETS

- Provision of economy class international air tickets inclusive of 30 kg baggage allowance per person
- Participants: OPMD Representatives
- No. of Pax: 2 pax

DATE PREFERRED FLIGHT DETAILS

10 November 2022 Manila to Hanoi ETD: 0450H ETA: 0740H  
 15 November 2022 Ho Chi Minh to Manila ETD: 0935H ETA: 1320H

#### REQUIREMENTS

- Travel insurance
- Tickets must be re-bookable and refundable

\*If above flights have been fully booked, the supplier may present the next available flight option provided that it will not exceed the prescribed budget

#### B. DOMESTIC AIR TICKETS

- Provision of economy class domestic air tickets inclusive of 30 kg baggage allowance per person
- Participants: OPMD Representatives
- No. of Pax: 2 pax

#### DATE PREFERRED FLIGHT DETAILS

13 November 2022 Hanoi to Ho Chi Minh ETD: 0835H ETA: 1050H

#### REQUIREMENTS

- Travel insurance
- Tickets must be re-bookable and refundable

\*If above flights have been fully booked, the supplier may present the next available flight option provided that it will not exceed the prescribed budget

#### IV. BUDGET

The total budget is ONE HUNDRED EIGHTY THOUSAND FIVE HUNDRED THREE PESOS AND 86/100 (PHP 180,503.86) inclusive of all applicable taxes and should cover all requirements enumerated above.

NOTE: The winning bidder 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.

#### V. CONTACT INFORMATION

Project Officer : MARISSA A. MASANGKAY  
Office Address : OPMD-Education Tourism  
5F The New DOT Building  
351 Sen Gil Puyat Avenue  
Brgy. Bel Air, 1200 Makati City  
Email Address : mamasangkay@tourism.gov.ph  
marissa\_masangkay@yahoo.com

Approved by:

PAULO BENITO S. TUGBANG, M.D.  
Director  
Office of Product and Market Development

#### 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 thru email on or before 18 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** 13/10/2022

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