



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 5569782
Procuring Entity DEPARTMENT OF TOURISM
Title Ocular Inspection of UBM London Executives
Area of Delivery Cebu

| | | | |
|--|---|------------------------------|---------------------|
| Solicitation Number: | 2018-08-0207 | Status | Active |
| Trade Agreement: | Implementing Rules and Regulations | | |
| Procurement Mode: | Negotiated Procurement - Small Value Procurement (Sec. 53.9) | Associated Components | 2 |
| Classification: | Goods - General Support Services | Bid Supplements | 0 |
| Category: | Travel, Food, Lodging and Entertainment Services | | |
| Approved Budget for the Contract: | PHP 614,365.84 | Document Request List | 0 |
| Delivery Period: | 5 Day/s | | |
| Client Agency: | | Date Published | 17/08/2018 |
| Contact Person: | Maria Alma O Almazan Administrative Officer III #351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-8900189 63-02-8900189 almaalmazan@yahoo.com.ph | Last Updated / Time | 17/08/2018 00:00 AM |
| | | Closing Date / Time | 22/08/2018 10:00 AM |

Description

TERMS OF REFERENCE

I. BIDDER GROUND HANDLER FOR THE SITE INSPECTION OF ROUTE DEVELOPMENT TEAM

II. PROJECT TITLE: OCULAR INSPECTION OF UBM LONDON EXECUTIVES IN PREPARATION FOR ROUTES ASIA 2019

III. BACKGROUND: On March 2017, the DOT, together with Mactan Cebu International Airport Authority (MCIAA) expressed its intention to UBM EMEA London Inc. to host the Routes Asia 2019 in Okinawa, Japan. Thereafter, DOT submitted its bid to formalize its intention to host the event. On March 2018, UBM EMEA London Inc. formally announced at the Routes Asia 2018 which was held in Brisbane, Australia that the DOT won the bid and awarded the Routes Trophy to the representatives of DOT and MCIAA.

Destination: Bohol and Cebu

No. of Pax: 8 pax - Mr. Erwin Balane, Mr. Erwin Umandal, Mr. Roldan Pineda, Two (2) DOT Region 7 representatives, One (1) MCIAA representative and Three (3) UBM representatives

Date of Implementation: October 21 to 25, 2018

IV. PURPOSE/OBJECTIVES:

The Philippine Department of Tourism (PDOT) is in need of the services of a ground handler in the Philippines engaged in the business of providing air tickets, tours, accommodation, meals, van transfers and ferry booking from Bohol to Cebu.

V. MINIMUM REQUIREMENTS FOR SUPPLIERS:

- a. Must be DOT-accredited
- b. Must be willing to provide services on send-bill arrangement

VI. SCOPE OF WORK DELIVERABLES

a. Accommodation with breakfast

October 21-22, 2018: 6 rooms (4 single, 2 twin sharing) in a hotel in Cebu City near the Cebu I.T. Park (Salinas Drive)

October 22-23, 2018: 6 rooms (4 single, 2 twin sharing) in a hotel in Panglao near Alona Beach

October 23-24, 2018: 6 rooms (4 single, 2 twin sharing) in a hotel in Cebu City near the Cebu I.T. Park (Salinas Drive)

October 24-25, 2018: 6 rooms (4 single, 2 twin sharing) in a resort in Mactan along M.L. Quezon National Highway

*Properties should be accredited by DOT

b. Ferry booking — for 8 pax from Cebu to Tagbilaran on October 22, 2018, 0800H — 1000H and for 8 pax from Tagbilaran to Cebu on October 23, 2018, 0800H — 1000H

c. Meals— Lunch and Dinner for 8 pax

October 21, 23, 24 and 25, 2018—Cebu

October 22, 2018 Bohol

d. Van transfers — from October 21 to 25, 2018 for 12 Hours (Cebu and Bohol)

*Properties should be accredited by DOT

October 21, 2018 — Cebu

October 22, 2018 — Cebu and Bohol

October 23, 2018 — Cebu and Bohol

October 24, 2018 — Cebu

October 25, 2018 — Cebu

e. Airfare tickets

2 pax - Manchester to Cebu and vice versa

3 pax - Manila to Cebu and vice versa

f. Tours — Bohol Tour, Mactan Island Hopping and Cebu City Tour

VII. BUDGET

Total budget allocation is Six Hundred Fourteen Thousand Three Hundred Sixty-Five pesos and Eighty-Four Centavos (Php 614, 365.84).

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

VIII. CONTACT PERSON/S

Project Officer MR. ERWIN BALANE

OPMD-Route Development

Email: efbalane@gmail.com Tel No.: (02)4595200 local 517

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.

Kindly submit your quotation by using the attached REPLY SLIP for the purchase of the above requirement, indicating our Solicitation Number & your Company Name in a SEALED ENVELOPE, addressed to Ms. Maria Alma Almazan at DOT Bldg., 4th Floor, 351 Sen. Gil Puyat Avenue, Makati City

PLEASE SUBMIT THE FOLLOWING DOCUMENTS:

1. Current Mayor's/Business Permit/BIR Certification of Registration (Individual) (In case of recently expired Mayor's/Business permit, submission of the expired Mayor's/Business permit together with the Official Receipt (renewal) shall be accepted.
2. Philgeps Registration Number or Certificate of Platinum Membership in lieu

of Mayor's Permit and Philgeps Registration Number

3. Latest Income/Business Tax Return (For ABCs above Php500K)

4. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement
(see attached form)

5. DOT Accreditation Certificate

Deadline for the submission of Quotation: on or before August 22, 2018 10:00 am.

Created by Maria Alma O Almazan

Date Created 16/08/2018

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