



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9206986  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Procurement of Service of Tour Operator for Tourism Industry Skills Program (TISP) Year-End Retooling and Assessment Workshop/Gawad Tagapagsanay on November 28 to Dec. 2, 2022

#### Area of Delivery

<b>Solicitation Number:</b>	2022-11-0266	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	2
<b>Classification:</b>	Goods - General Support Services	<b>Bid Supplements</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services		
<b>Approved Budget for the Contract:</b>	PHP 269,965.92	<b>Document Request List</b>	0
<b>Delivery Period:</b>	5 Day/s		
<b>Client Agency:</b>		<b>Date Published</b>	09/11/2022
<b>Contact Person:</b>	TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat AVenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425  taromanes@tourism.gov.ph	<b>Last Updated / Time</b>	09/11/2022 00:00 AM
		<b>Closing Date / Time</b>	14/11/2022 09:00 AM

#### Description

##### TERMS OF REFERENCE

I. PROJECT: Tourism Industry Skills Program (TISP) Year-End Retooling and Assessment Workshop / Gawad Tagapagsanay

##### II. BACKGROUND:

Group Name: Provision of Transport Services for the Tourism Industry Skills Program (TISP) Year-End Retooling and Assessment Workshop / Gawad Tagapagsanay  
 Date: November 28 – December 2, 2022  
 Destination: Antipolo, Rizal

##### III. PURPOSE / OBJECTIVES

The Office of Industry Manpower Development is in need of the a service provider in the Philippines engaged in the business of providing transportation services such as Bus and Van Hires for the upcoming Tourism Industry Skills (TISP) Year-End Retooling and Assessment Workshop / Gawad Tagapagsanay to be conducted in Antipolo, Rizal from November 28 - December 2, 2022.

##### IV. MINIMUM REQUIREMENTS FOR SUPPLIERS

a. Must be a PhilGEPS accredited service provider

b. Willing to provide services on send-bill arrangement

#### V. SCOPE OF WORK / DELIVERABLES

PRE-TOURS AND TRANSPORTATION (must be DOT-accredited tourist operator or tourist transport)

1. Transportation service requirements including:

a. 36 Domestic airline tickets inclusive of terminal fee and 20 kilos baggage allowance:

- i. Morning flight (between 8:00 AM to 11:00 AM) from LGP – MNL on November 28, 2022 (2 pax)
- ii. Morning flight (between 8:00 AM to 11:00 AM) from ILO – MNL on November 28, 2022 (2 pax)
- iii. Morning flight (between 8:00 AM to 11:00 AM) from CEB – MNL on November 28, 2022 (2 pax)
- iv. Morning flight (between 8:00 AM to 11:00 AM) from TAC - MNL on November 28, 2022 (2 pax)
- v. Morning flight (between 8:00 AM to 11:00 AM) from ZAM - MNL on November 28, 2022 (2 pax)
- vi. Morning flight (between 8:00 AM to 11:00 AM) from CGY - MNL on November 28, 2022 (2 pax)
- vii. Morning flight (between 8:00 AM to 11:00 AM) from DVO - MNL on November 28, 2022 (2 pax)
- viii. Morning flight (between 8:00 AM to 11:00 AM) from GES - MNL on November 28, 2022 (2 pax)
- ix. Morning flight (between 8:00 AM to 11:00 AM) from BXU - MNL on November 28, 2022 (2 pax)

- x. Afternoon flight (between 2:00 PM to 7:00 AM) from MNL – LGP on December 2, 2022 (2 pax)
- xi. Afternoon flight (between 2:00 PM to 7:00 AM) from MNL – ILO on December 2, 2022 (2 pax)
- xii. Afternoon flight (between 2:00 PM to 7:00 AM) from MNL – CEB on December 2, 2022 (2 pax)
- xiii. Afternoon flight (between 2:00 PM to 7:00 AM) from MNL – TAC on December 2, 2022 (2 pax)
- xiv. Afternoon flight (between 2:00 PM to 7:00 AM) from MNL – ZAM on December 2, 2022 (2 pax)
- xv. Afternoon flight (between 2:00 PM to 7:00 AM) from MNL – CGY on December 2, 2022 (2 pax)
- xvi. Afternoon flight (between 2:00 PM to 7:00 AM) from MNL – DVO on December 2, 2022 (2 pax)
- xvii. Afternoon flight (between 2:00 PM to 7:00 AM) from MNL – GES on December 2, 2022 (2 pax)
- xviii. Afternoon flight (between 2:00 PM to 7:00 AM) from MNL – BXU on December 2, 2022 (2 pax)

b. 1 Bus and 1 Van Roundtrip Transfers (vehicles must be DOT-accredited)

- i. One (1) Bus Transfer from Makati to Antipolo on November 28, 2022
- ii. One (1) Bus Transfer from Antipolo to Makati on December 2, 2022
- iii. One (1) Van Transfer from Makati to Antipolo on November 28, 2022
- iv. One (1) Van Transfer from Antipolo to Makati on December 2, 2022

#### VI. BUDGET

PRE-TOURS AND TRANSPORTATION (must be DOT-accredited tourist operator or tourist transport)

₱269,965.92

#### VII. PROJECT OFFICER/CONTACT PERSON:

RYAN LORENZO C. MANALO

Tel: 84595200 loc 214

Viber: 09494086874

Email: rlcmanalo@tourism.gov.ph

Note: Cost of items in quotation should be broken down.

The winning bid, however, 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.

#### VIII. PAYMENT PROCEDURE

Processing of payment shall be initiated upon certification by the end-user of satisfactory completion of services and issuance of billing statement by the supplier.

#### IX. OTHER INSTRUCTIONS

All goods are grouped in lots below. Bidders shall have the option of submitting a proposal on any or all lots and evaluation and contract award will be undertaken on a per-lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding, evaluation, and contract award.

Prepared by:

RYAN LORENZO C. MANALO  
Tourism Operations Officer I

Reviewed by: Approved by:

RYAN N. SEBASTIAN ARLENE A. ALIPIO  
Chief Tourism Operations Officer Director  
Manpower Training Division Office of Industry Manpower Development  
Office of Industry Manpower Division

#### 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.

REQUIRED VALID DOCUMENTS TO BE SUBMITTED:

1. Current Mayor's/business Permit/BIR cert. of Registration (Individual)
2. PhilGEPs' Registration Number or Cert. 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. Original or certified true copy of duly notarized Omnibus Sworn Statement.
5. Must be DOT-accredited tour operator.

**Created by** TERESITA A. ROMANES

**Date Created** 08/11/2022

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