



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9243894  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** PROCUREMENT OF DOMESTIC AIRLINE TICKETS FOR CEBU CITY ON NOVEMBER 22-26, 2022 (OTDPRIM-PFICD)

**Area of Delivery**

<b>Solicitation Number:</b>	2022-11-290	<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>	17/11/2022
<b>Approved Budget for the Contract:</b>	PHP 91,091.00	<b>Last Updated / Time</b>	17/11/2022 00:00 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	21/11/2022 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. PROJECT: Purchase of Domestic Tickets for the following flights:

- Manila – Cebu
- Cebu – Manila

II. PURPOSE/OBJECTIVE:

- To participate in the Year-end Assessment of DOT Plans and Programs and Preparation of FY 2023 Work and Financial Plan to be held in Cebu on 22-26 November 2022.

III. MINIMUM REQUIREMENTS FOR SUPPLIERS:

- Must be a DOT-accredited Travel and Tour Agency/Travel Agency
- Ticket is rebookable, and refundable
- Include at least 20 KG weight allowance for each passenger
- Must be willing to provide services on a send-bill arrangement

IV. SCOPE OF WORK/DELIVERABLES:

- Passenger and Flight Details:

FLIGHT DETAILS:

22 November 2022 MNL-CEB  
Preferred Time: 14:45-16:20

26 November 2022 CEB-MNL  
Preferred Time: 05:05 – 06:30

PASSENGER DETAILS:

NAME: WARNER M. ANDRADA  
OFFICE/DIV: OTDPRIM  
POSITION: OIC-Assistant Secretary  
BIRTHDAY: April 14, 1965  
EMAIL: wmandrada@tourism.gov.ph  
CONTACT NUMBER: +639173261465  
MABUHAY MILES NO.: 375 006 866

\*\*\*\*\*

22 November 2022 MNL-CEB  
Preferred Time: 14:45 -16:20

26 November 2022 CEB-MNL  
Preferred Time: 08:55 – 10:25

NAME: JAIME VICTOR S. BAYHONAN  
OFFICE/DIV.: OTDPRIM-PFICD  
POSITION: OIC-Chief Senior Tourism Operations Officer  
BIRTHDAY: October 1, 1991  
EMAIL: jsbayhonan@tourism.gov.ph  
CONTACT NUMBER: +639774848874  
MABUHAY MILES NO.:

NAME: MANETTE T. REYES  
OFFICE/DIV.: OTDPRIM-SEAIMD  
POSITION: OIC-Chief / Senior Tourism Operations Officer  
BIRTHDAY: August 31, 1965  
EMAIL: mtreyes@tourism.gov.ph  
CONTACT NUMBER: +639479560347

NAME: ROCHELLE ANN C. ENERIA  
OFFICE/DIV.: OTDPRIM-PFICD  
POSITION: Tourism Operations Officer II  
BIRTHDAY: December 28, 1992  
EMAIL: rceneria@tourism.gov.ph  
CONTACT NUMBER: +639565967309

\*\*\*\*\*

22 November 2022 MNL-CEB  
Preferred Time: 03:50 – 05:15

26 November 2022 CEB-MNL  
Preferred Time: 11:00 – 12:35

NAME: RAMIL S. BASUEL  
OFFICE/DIV.: OTDPRIM-TDPD  
POSITION: OIC-Chief, TDPD  
BIRTHDAY: August 04, 1978  
EMAIL: rsbasuel@tourism.gov.ph  
CONTACT NUMBER: +639190071143  
MABUHAY MILES NO.: 201337464

\*\*\*\*\*

#### V. BUDGET

- Total estimated budget is Php 91,091.00 (all inclusive)

#### VI. PAYMENT PROCEDURE

- Government Procedure

#### VII. CONTACT PERSON

- Ms. Rochelle Ann C. Eneria  
OTDPRIM-PFICD  
rceneria@tourism.gov.ph  
84595200 local 514

APPROVED BY:

WARNER M. ANDRADA  
OIC-Assistant Secretary, Tourism 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 21 NOVEMBER 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** 16/11/2022