



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9378492  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** PROCUREMENT OF DOMESTIC AIRLINE TICKETS FOR SIARGAO, SURIGAO DEL NORTE ON JANUARY 23-27, 2023 (FMS)

**Area of Delivery**

<b>Solicitation Number:</b>	2022-12-368	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	3
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services		
<b>Approved Budget for the Contract:</b>	PHP 370,520.16	<b>Document Request List</b>	0
<b>Delivery Period:</b>			
<b>Client Agency:</b>		<b>Date Published</b>	24/12/2022
<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	<b>Last Updated / Time</b>	23/12/2022 17:15 PM
		<b>Closing Date / Time</b>	27/12/2022 10:00 AM

**Description**

TERMS OF REFERENCE

I. PROJECT DETAILS

Project : Preparation of Accountability Reports and Closing of Books FY2022  
 Destination : Siargao, Surigao del Norte  
 Period Covered : January 23 – 27, 2023

II. MINIMUM REQUIREMENTS FOR SUPPLIERS

- Must be DOT accredited
- Tickets are re-bookable and refundable
- Willing to provide services on send – bill arrangement
- 20 kgs baggage allowance

III. SCOPE OF WORK/DELIVERABLES

January 23 – 27, 2023 (23 pax)  
 January 23, 2023 (1 pax) (one way)  
 January 23 – 25, 2023 (1 pax)  
 January 24 – 27, 2023 (1 pax)  
 January 25 – 27, 2023 (2 pax)

TBAs:

January 23 – 27, 2023 (1 pax)  
 January 24 – 27, 2023 (1 pax)  
 (please see list of passengers)

Note: 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

PHP 370,520.16 or Three Hundred Seventy Thousand Five Hundred Twenty & 16/100 chargeable against FY2021 Continuing Funds of Financial and Management Service.

PHP 25,963.60 or Twenty-Five Thousand Nine Hundred Sixty-Three & 60/100 chargeable against FY2022 Fund of Assistant Secretary for Administration and Finance.

V. PAYMENT PROCEDURE  
 Government Procedure

NOTE: The winning bid however 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.

VI. CONTACT PERSON/S

JANNAH REYES / NICOLE HILARIO

Email: jareyes@tourism.gov.ph / amhilario@tourism.gov.ph

Contact No.: 8459-5200 loc. 410

Approved by:

MILAGROS Y. SAY

Director, Financial and Management Service

**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 27 DECEMBER 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** 23/12/2022

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