



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 5538123  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Consulting Services (White Paper for Intra-ASEAN and International Travel Facilitation)  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	2018-08-193	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	3
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Consulting Services	<b>Document Request List</b>	0
<b>Category:</b>	Consulting Services	<b>Date Published</b>	04/08/2018
<b>Approved Budget for the Contract:</b>	PHP 450,000.00	<b>Last Updated / Time</b>	03/08/2018 15:23 PM
<b>Delivery Period:</b>	5 Month/s	<b>Closing Date / Time</b>	08/08/2018 10:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Maria Alma O Almazan Administrative Officer III #351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-8900189 63-02-8900189 almaoalmazan@yahoo.com.ph		

#### Description

##### TERMS OF REFERENCE

Preparation of White Paper for Intra-ASEAN and International Travel Facilitation

##### 1. Background

Article 2 of the ASEAN Tourism Agreement on 2002 states the Facilitation of Intra-ASEAN and International Travel: 1 Member States shall facilitate travel within and into ASEAN by:

1. Extending visa exemption arrangement for nationals of ASEAN Member States traveling within the region on the basis of bilateral visa exemption agreements concluded between the Member States that are ready to do so;
2. Harmonizing the procedures for issuing visas to international travelers;
3. Phasing out travel levies and travel taxes on nationals of ASEAN Member States traveling to the other ASEAN Member States;
4. Encouraging the use of smart cards for ASEAN business and frequent travelers and, where appropriate, for cross-border travel on the basis of bilateral agreements concluded between the Member States that are ready to do so;
5. Improving communications with international travelers through the use of universal symbols and multi-lingual signs and forms; and
6. Easing the process of issuance of travel documents and progressively reducing all travel barriers.'

The ASEAN National Tourism Organizations (NTOs) have developed the ASEAN Tourism Strategic Plan (ATSP) 2016-2025, which serves as the blueprint of ASEAN in strengthening the tourism sector within the region. The ATSP 2016-2025 has a guiding vision for the development of ASEAN as a single tourist destination:

'By 2025, ASEAN will be a quality tourism destination offering a unique, diverse ASEAN experience, and will be committed to responsible, sustainable, inclusive and balanced tourism development, so as to contribute significantly to the socio-economic well-being of ASEAN people.'<sup>3</sup>

ASEAN Secretariat — [http://nsean.orgPstatic\\_post=asean-tourism-agreement-2](http://nsean.orgPstatic_post=asean-tourism-agreement-2)  
 2 ASEAN Secretariat — [http://wasean.org/?static\\_post,-asean-tourism-agreement-2](http://wasean.org/?static_post,-asean-tourism-agreement-2)  
 3 ASEAN Tourism Strategic Plan 2016-2025  
 0164

Strategic Direction 1 of the ATSP 2016-2025 is to Enhance the competitiveness of ASEAN as a single tourism destination. Under this strategic direction, Enhance Travel Facilitation is one of its strategic action programs. As indicated in the ATSP 2016-2025 Workplan for 2016-2017 Activity 1.7.1, the ASEAN NTOs must Prepare a White Paper to implement the facilitation of intra-ASEAN and international travel (Article 2 of ASEAN Tourism Agreement 2002)<sup>4</sup>

#### 4 ASEAN Tourism Strategic Plan 2016-2025 Workplan for 2016-2017

During the ASEAN Tourism Competitiveness Committee Meeting last October 11-12, 2016, the Philippines was elected as Lead Country Coordinator for Activity 1.7.1. With the Philippines being the Lead Country Coordinator for the White Paper on ASEAN Tourism Travel Facilitation, it is important to engage the services of a consultant to facilitate the preparation of the said White Paper.

#### II. Objective of the Study

The objective of the study is to evaluate the current travel facilitation environment of ASEAN from the tourism industry/travellers' viewpoint and produce a white paper that will outline recommendations and implementation strategy to enhance travel into and within ASEAN of tourism markets.

#### III. Scope of Services

The DOT is requesting the services of a Consultant with comprehensive knowledge and understanding in travel facilitation particularly in APEC, ASEAN and in other regional/ economic organizations. The consultant shall undertake the following tasks:

1. Conduct research related to travel facilitation, to wit:
  - a) Analyze the current situation (i.e. trends, patterns, and issues) related to the existing visa arrangements for international tourists (i.e. ASEAN Nationals and non-ASEAN tourists) travelling to and within ASEAN, travel taxes/levies, and border control policies and procedures (i.e. customs, immigration, quarantine, security) in relation to enhancing tourist mobility;
  - b) Conduct comparative analysis on ASEAN Bilateral Agreements and Immigration Policies
  - c) Based on (a) and (b), map out and verify the issues raised by the industry and analyze the practices representing an obstacle to potential visa applicants and their impacts on tourism;
  - d) Identify and document existing best practices (including the use of e-commerce in enhancing travel facilitation) of select ASEAN members including the impacts on the tourism industry's performance;
2. Based on (1), design and disseminate survey questionnaires with travellers and travel agents from the select target markets on the current ASEAN members' travel facilitation initiatives and potential facilitation measures to enhance mobility in order to have a deeper understanding of preferences in choosing destinations;
3. Assist DOT in working with ASEAN Tourism Secretariat and other working groups such as Foreign Affairs, Transport and Immigration and other relevant stakeholders in data gathering;
4. Analyze key findings of the survey and other pertinent information on travel facilitation
5. Identify policy options and the preferred option to enhance ASEAN and international travel facilitation
6. Propose recommendations and implementation strategy to implement the preferred policy option
7. White Paper to ASEAN National Tourism Organizations (NTOs) and relevant ASEAN Working Groups

#### III. Output/ Report Requirement

The consultant shall submit the following outputs:

1. White Paper on the facilitation of intra-ASEAN and international travel
2. Survey questionnaire and analysis
3. Presentation to the ASEAN National Tourism Organizations (NTOs)
4. Documentation of the white paper preparation activities

#### IV. Budget

The budget for this undertaking is FOUR HUNDRED FIFTY THOUSAND PESOS (Php450,000.00) chargeable against OTDPRIM GAA Fund for 2018

#### V. Proposed Timeline

Date: August 2018

## Activities

1. Conduct research on intra-ASEAN and international travel facilitation including CIQ processes and visa arrangements.
2. Conduct comparative analysis on ASEAN Bilateral Agreements and Travel Facilitation Policies.
3. Design and disseminate questionnaire for ASEAN member states

Date: September 2018

## Activities

1. Administer survey questionnaires
2. Data interpretation and analysis
3. Presentation of survey result

Date: October 2018

## Activities

1. Prepare economic impact analysis on policy options
2. Drafting of the White Paper

Date: November 2018

## Activities

1. Presentation and dissemination of the Draft White Paper for comments of the ASEAN Member States
2. Revision of the White Paper

Date: December 2018

1. Submission of the Final White Paper to DOT

## Contact Person:

ALAIN C. QUESEA

Supervising TOO

Policy Formulation and International Cooperation Tel No. +632 459-5200 local 514

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

## ELIGIBILITY REQUIREMENTS:

1. Eligibility Documents Submission Form (Annex A)
2. Class "A" Documents:
  - a. Mayor's/Business permit issued by the city or municipality where the principal place of business of the prospective bidders is located, or the equivalent document for Exclusive Economic Zones or Areas; and

(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, provided that the renewed permit shall be submitted as a post-qualification requirement in accordance with Section 34.2 of the IRR of RA9184

For individual consultants not registered under a sole proprietorship, a BIR Certification of Registration shall be submitted, in lieu of DTI registration and Mayor's/Business permit; and

\*\* For methods of procurement requiring Mayor's Permit and PHILGEPS Registration Number, Certificate of Platinum Membership may be submitted in lieu of the said documents.

- b. Philgeps Registration Number
- c. Latest Income/Business Tax Return (For ABCs above Php500K)
- d. Professional License/Curriculum Vitae/Company Profile
- e. List of completed and ongoing projects
- f. List of key personnel to be assigned to the contract to be bid, with their complete qualification and experience data (company)
- g. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement

(see attached form)

Deadline for the submission of Quotation: on or before August 08, 2018 10:00 am

**Created by** Maria Alma O Almazan

**Date Created** 03/08/2018

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.

© 2004-2018 DBM Procurement Service. All rights reserved.

[Help](#) | [Contact Us](#) | [Sitemap](#)