



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 5289736
Procuring Entity DEPARTMENT OF TOURISM
Title 1st Meeting of the Philippine-France Joint Working Group on Tourism Cooperation - May 29 to June 01, 2018

Area of Delivery

Solicitation Number:	2018-04-0127	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Travel, Food, Lodging and Entertainment Services	Date Published	14/04/2018
Approved Budget for the Contract:	PHP 154,000.00	Last Updated / Time	14/04/2018 00:00 AM
Delivery Period:		Closing Date / Time	18/04/2018 14:00 PM
Client Agency:			
Contact Person:	TERESITA ANDRIN ROMANES Admin. Assistant V #351 Sen. Gil Puyat AVenue Makati Makati City Metro Manila Philippines 1200 63-2-8900189 63-2-8900189 t_romanesh@yahoo.com.ph		

Description

1st Meeting of the Philippines-France
Joint Working Group on Tourism Cooperation
May 29 - June 01, 2018, Manila, Philippines

TERMS OF REFERENCE

Requirement: DOT Accredited Travel and Tour Operator

The said DOT Accredited Travel and Tour Operator shall provide the following in connection with the 1st Meeting of the Philippines-France Joint Working Group on Tourism Cooperation on May 29 - June 01, 2018:

1. MEALS

- a.) May 29, 2018 – Welcome Dinner
- Venue : within Makati/Manila business district area
 - Cuisine : Filipino including Delicacies and Desserts
 - No. of Pax : 10
 - BUDGET : PHP 15,000.00

b.) May 30, 2018 - Lunch/AM/PM Snacks (Meeting Proper)

- Venue : within Makati/Manila business district area
- Cuisine : Filipino including Delicacies and Desserts
- No. of Pax : 30

- BUDGET : PHP 33,000.00

c.) May 30, 2018 - Dinner

- Venue : within Makati/Manila business district area
- Cuisine : Filipino including Delicacies and Desserts
- No. of Pax : 10
- BUDGET : PHP 15,000.00

d.) May 31, 2018 - Lunch/AM/PM Snacks (Technical Visit)

- Venue : within Makati/Manila business district area
- Cuisine : Filipino
- Inclusion : Cultural Presentation
- No. of Pax : 10
- BUDGET : PHP 20,000.00

e.) May 31, 2018 - Dinner

- Venue : within Makati/Manila business district area
- Cuisine : Filipino including Delicacies and Desserts
- No. of Pax : 10
- BUDGET : PHP 15,000.00

SUBTOTAL FOR MEALS: PHP 98,000.00

2. TRANSPORTATION

a.) May 29, 2018 – Airport Transfer (arrival) and Service Vehicle

- Two (2) units of Van
- Inclusive of meals of the driver
- Inclusive of Fuel and other expenses such as toll and parking fees

b.) May 30, 2018 – Meeting Proper

- Two (2) units of Van
- Inclusive of meals of the driver
- Inclusive of Fuel and other expenses such as toll and parking fees

c.) May 31, 2018 – Service Vehicle

- Two (2) units of Van
- Inclusive of meals of the driver
- Inclusive of Fuel and other expenses such as toll and parking fees

d.) June 01, 2018 – Airport Transfer (departure)

- Two (2) units of Van
- Inclusive of meals of the driver
- Inclusive of Fuel and other expenses such as toll and parking fees

- Tourist transport service must be DOT-accredited
- Provide Airport Assistant during the arrival and departure of the delegates

SUBTOTAL FOR TRANSPORTATION: PHP 56,000.00

Breakdown of Budget:

MEALS : PHP 98,000.00

TRANSPORTATION : PHP 56,000.00

TOTAL BUDGET : PHP 154,000.00 (Inclusive of Tax)

Note: The winning bidder is requested to designate a coordinator who will be responsible for the settlement of meal expenses to be incurred during the said event.

Attached is the provisional programme/itinerary for reference.

Payment: Government Procedure

Contact Person:

Jim Ray R. Bagsic (Mr.)

Tel. No. (632) 459-5200 to 30 local 514 or 506

Fax No. (632) 890-0544

Email: bagsicjimray@gmail.com | pdot.pfcd@gmail.com

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) or Official Receipt as a Proof of Payment for the Renewal of Business Permit
2. PHILGEPs' Registration Number or Cert. of Platinum Membership in lieu

- of Mayor's Permit and Philgeps registration Number
3. Latest annual Income/Business Tax Return (For ABC's above Php500K)
 4. Original or certified true copy of duly notarized Omnibus Sworn Statement
 5. Valid DOT Accreditation certificate

Kindly submit your quotation for the above requirement in a sealed envelope (indicating the Solicitation number) addressed to
Ms. Teresita A. Romanes at the Department of Tourism
#351 Sen. Gil Puyat Avenue, Makati City
Telephone Nos. 459-5200/30 loc. 425

Created by TERESITA ANDRIN ROMANES

Date Created 13/04/2018

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