



# PhilGEPS

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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 5856491  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** OCULAR INSPECTION AND FAM TOUR OF TIGERAIR EXECUTIVES - Puerto Princesa City, Palawan Dec. 8-12, 2018

#### Area of Delivery

<b>Solicitation Number:</b>	2018-11-0391	<b>Status</b>	Active
<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>	28/11/2018
<b>Approved Budget for the Contract:</b>	PHP 599,795.36	<b>Last Updated / Time</b>	28/11/2018 00:00 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	03/12/2018 14:00 PM
<b>Client Agency:</b>			
<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 t_romanesh@yahoo.com.ph		

#### Description

##### TERMS OF REFERENCE

##### I. PROJECT

Domestic round trip airfare, accommodation, meals, transportation, tours and other ground arrangements for the ocular inspection and familiarization tour of Tigerair Taiwan Executives to Puerto Princesa City, Palawan.

##### II. BACKGROUND

No. of pax : 14pax (11 Guest, 3 DOT)  
 Date covered : December 8 – 12, 2018  
 Destination : Puerto Princesa City, Palawan

##### III. OBJECTIVES

1. Conduct of an ocular inspection and familiarization tour in Puerto Princesa, Palawan for Tigerair Taiwan planned charter operation from Taoyuan, Taipei to Puerto Princesa.
2. Conduct of meetings with DOT, airport authorities, hotels and local travel agencies.

##### IV. MINIMUM REQUIREMENTS

1. Must be DOT accredited
2. Specializes in handling VIP guests
3. Willing to provide services on a send-bill arrangement

##### V. SCOPE OF WORK

1. Domestic airfare for 14pax:

Manila to Puerto Princesa PR1781 via PAL 3pax  
 Puerto Princesa to Manila PR2788 via PAL 3pax  
 Cebu to Puerto Princesa PR2347 via PAL 11pax  
 Puerto Princesa to Cebu PR2354 via PAL 11pax  
 2. Accommodation: In Puerto Princesa for 13 rooms  
 • 13 Deluxe rooms for the Tigerair executives and DOT representative  
 3. Meals for 14pax (see details below)  
 4. Van transportation for 14pax (see details below)  
 5. Tours for 14pax (see details below)  
 6. Tour coordinator for the whole duration of the trip

## DATE ACTIVITY REMARKS

Dec.8 Domestic Flights

Manila - Puerto Princesa Flight No.: PR1781

Departure Time: 05:20 Arrival : 06:35

3 pax via PAL (DOT)

Breakfast 3 pax

Transportation – Whole day Rental 1 Van

Ocular Inspection of Hue Hotel

Ocular inspection of City State Asturias Hotel Ocular Inspection

Lunch 3 pax

Ocular Inspection of Aziza Paradise Hotel

Ocular Inspection of Hotel Centro

Dinner 3 pax

Accommodation 2 room

Dec. 9 Domestic Flights

Cebu - Puerto Princesa Flight No.: PR2347

Departure Time: 10:00 Arrival : 11:10

11pax via PAL(Guest)

Transportation – Whole day Rental 2 Van

Visit at Provincial Capitol and Courtesy Call to the Governor

Honda Bay Tour

Site Visits;

• Pambato reef

• Pandan Islan with Lunch

• Lu-li Island

• Cowrie Island 14 pax

Ocular Inspection of Ai World Resort Palawan

Ocular inspection of Astoria Resort and Water Park Ocular Inspection

Depart for Daluyon Beach Resort for ocular Inspection Ocular Inspection

Dinner 14pax

Accommodation 13 rooms

Dec. 10 Puerto Princesa Subterranean River National Nation Park Tour 14 pax

Lunch @South Sea Restaurant 14 pax

Ocular Inspection of Sheridan Resort Tourism Products

(Organic Farm and ATVs) Ocular Inspection

Dinner @South Sea Restaurant 14 pax

Accommodation 13 rooms

Transportation – Whole day Rental 2 Van

Dec. 11 Ocular Inspection of Princesa Garden Island Resort and Spa

Ocular Inspection of The Ivy Wall Hotel by Best Western

Ocular Inspection of Canvas Boutique Hotel Ocular inspection

Lunch Meeting with Airport Officials, Palawan Tourism Council &amp; Tourism Related Establishments @Badjao Seafront Restaurant 14 pax

Proceed to Pasalubong Center

Domestic Flights

Puerto Princesa - Cebu Flight No.: PR2354

Departure Time: 16:50 Arrival: 18:00 11 pax via PAL (Guest)

Dinner 3 pax

Accommodation 2 rooms

Transportation – Whole day Rental 2 Van

Dec. 12 Transportation – Whole Day Rental 1 Van

Proceed to Pasalubong Center

Lunch @Badjao Restaurant 3 pax

Domestic Flights

Puerto Princesa – Manila Flight No. : PR2788

Departure Time: 19:05 Arrival: 20:20

3 pax via PAL (DOT)

## VI. BUDGET

Total estimated budget: Php599,795.36

## VII. PROJECT OFFICER

Mr. Erwin F. Balane, DPA  
Department of Tourism  
351 Sen. Gil Puyat Avenue, Makati City  
Email Address: efbalane@gmail.com  
Tel. No.: (02) 459 5200 loc. 517

**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 or Bus. Tax Return (For ABC's above Php500K)
4. Original or certified true copy of duly notarized Omnibus Sworn Statement
5. DOT Accreditation certificate (valid)

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

NOTE : For Land Bank Payment Purposes:  
Bank's Name \_\_\_\_\_  
Bank's Account Number \_\_\_\_\_

**Created by** TERESITA A. ROMANES

**Date Created** 27/11/2018

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