



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 5089875
Procuring Entity DEPARTMENT OF TOURISM
Title TOR Hotel Accommodation (TRCRG Year-End Performance Assessment and 2018 Planning Workshop)

Area of Delivery

Solicitation Number:	2018-01-0003	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:	Hotel and Lodging and Meeting Facilities	Date Published	04-Jan-2018
Approved Budget for the Contract:	PHP 278,400.00	Last Updated / Time	04-Jan-2018 00:00 AM
Delivery Period:		Closing Date / Time	08-Jan-2018 02:00 AM
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

TERMS OF REFERENCE

I. PROJECT : TOURISM CIRCUIT DEVELOPMENT AND DESTINATION EXPERIENCE MANAGEMENT WORKSHOP (TRCRG Year-End Performance Assessment and 2018 Planning Workshop)

II. PURPOSE : Accommodation of Participants to Laguna Loop Tour and Baler, Aurora on January 24-26, 2018 (Laguna) and January 29-31, 2018 (Baler)

III. MINIMUM REQUIREMENTS FOR BIDDERS

- Must be DOT-Accredited Hotel in Makati
- Must be willing to provide services on a send bill arrangement

IV. DELIVERABLES:

- Accommodation with breakfast for DOT Regional Directors, staff, facilitators and secretariat for 36 pax (12 rooms - triple sharing / three pax per room)

LAGUNA PARTICIPANTS

Check-in: January 23, 2018 Check-out: January 24, 2018 (one night)

Check-in: January 26, 2018 Check-out: January 27, 2018 (one night)

BALER PARTICIPANTS

Check-in: January 28, 2018 Check-out: January 29, 2018 (one night)

Check-in: January 31, 2018 Check-out: February 1, 2018 (one night)

- Dinner for the Regional Directors, staff, , facilitators and secretariat (36 pax) on January 23 and 26, 2018 + January 28 and 31, 2018

V. BUDGET: TWO HUNDRED SEVENTY EIGHT THOUSAND PESOS AND FOUR HUNDRED PESOS (P278,400.00)
- Accommodation for DOT Regional Directors, staff, facilitators and secretariat (triple sharing) with breakfast and dinner for 36 pax
P5,800.00 x 12 rooms x 4-nights P 278,400.000
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.

VI. CONTACT PERSON

Carolyn P. Gabriel /Melanie Potoza / Jonald Gumafelix
Telephone No. 459-5220 local 216

VII. PAYMENT PROCEDURE

Government Procedure

NOTED BY:

ASSISTANT SECRETARY MARIA LOURDES JAPSON

NOTE: The winning bid shall be determined not solely based on the amount of bid but shall also consider the competency/expertise of the organizer.

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 Permit
2. PHILGEPs' Registration Number
3. BIR latest annual Income Tax Return (2016)
4. Omnibus Sworn Statement duly notarized 2017
5. Valid DOT Accreditation certificate

PLEASE ALWAYS INDICATE BOOKING CLASS and AIRLINE RATE

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 ANDRIN ROMANES
Date Created 03-Jan-2018

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