



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9410018  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Procurement of Transportation Services (DOT-accredited Tourist Transport Operator)  
**Area of Delivery**

<b>Solicitation Number:</b>	2023-01-008	<b>Status</b>	Pending
<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 - General Support Services	<b>Document Request List</b>	0
<b>Category:</b>	Transportation and Communications Services	<b>Date Published</b>	18/01/2023
<b>Approved Budget for the Contract:</b>	PHP 143,708.00	<b>Last Updated / Time</b>	17/01/2023 14:56 PM
<b>Delivery Period:</b>	5 Day/s	<b>Closing Date / Time</b>	23/01/2023 09:00 AM
<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  taromanes@tourism.gov.ph		

#### Description

TERMS OF REFERENCE  
(Transportation Service Provider)

#### I. PROJECT TITLE:

FILIPINO BRAND OF SERVICE EXCELLENCE RETOOLING AND CAPABILITY BUILDING WORKSHOP FOR FBSE TRAINERS BACK-TO-BACK WITH DOT-LEARNING MANAGEMENT SYSTEM USER TESTING WORKSHOP FOR FBSE TRAINERS

#### II. BACKGROUND AND PROJECT DESCRIPTION

The Filipino Brand of Service Excellence (FBSE) is one of the flagship programs of the Department of Tourism which envisions to provide tourism and hospitality industry front liners and professionals with a benchmark on how to render excellent service to our tourists the Filipino way, and make it our "brand".

In order to spread the FBSE culture across the tourism sector, it is necessary to update and enhance the training and facilitation skills of the DOT-OIMD Pool of FBSE Trainers. Thus, the Office of Industry Manpower Development (OIMD) shall conduct the FBSE Retooling and Capability Building Workshop for FBSE Core, Master, and Regional Trainers on January 24 to 28, 2023 in Laurel, Batangas with the following objectives;

1. To update the FBSE Trainers on the enhanced FBSE materials, guidelines, and manuals.
2. To boost the competence and confidence of FBSE Trainers in the conduct and delivery of FBSE training workshops

across the regions.

3. To orient and train the FBSE Trainers on the usability and functionality of the DOT-OIMD Learning Management System.

### III. MINIMUM REQUIREMENTS FOR BIDDERS

- a. Must be able to provide vehicle to transfer FBSE Trainers, Resource Persons, and OIMD Team from and to the location of the training venue.
- b. Must be DOT-accredited Tourist Transport Operator and bearing the DOT vehicle sticker.
- c. Must be flexible to make adjustments in schedules, if necessary.
- d. Driver must be knowledgeable on the route within Manila, Tagaytay and Batangas.
- e. Must be willing to provide services on a send-bill arrangement.

### IV. SCOPE OF WORK/DELIVERABLES

- a. Five (5) DOT-accredited VAN, fully air-conditioned unit.
  - Whole day vehicle use on January 24, 2023
  - Enroute Makati/Manila/Pasay to Laurel, Batangas v.v.

- b. One (1) DOT-accredited SEDAN, fully air-conditioned unit.
  - Drop-off/Pick-up vehicle use on January 26 and 27, 2023
  - Enroute Makati/Quezon City to Laurel, Batangas v.v.

- c. One (1) DOT-accredited BUS, fully air-conditioned unit.
  - Five to six (5-6) hours vehicle use on January 27, 2023
  - Enroute within Laurel, Batangas and Tagaytay

- d. Five (5) DOT-accredited VAN, fully air-conditioned unit.
  - Whole day vehicle use on January 28, 2023
  - Enroute Laurel, Batangas to Makati/Manila/Pasay to v.v.

#### Other Deliverables/Provisions:

- Uniformed Drivers knowledgeable of the place to be visited.
- Fuel, parking fees, and meals of the driver must be shouldered by the winning bidder.
- Provision of drinking water for the passengers, if necessary.

### V. APPROVED BUDGET FOR THE CONTRACT

Php 143,708.00 inclusive of applicable taxes

### VI. TERMS OF PAYMENT

Government Procedure / Send-bill Arrangements

### VII. PROJECT OFFICER/CONTACT PERSON:

MARIAN B. OBISPO/ELENITA M. PAREJA  
Office of Industry Manpower Development  
Telnos. 459-5200 local 218

Prepared by: Approved by:

MARIAN B. OBISPO ARLENE A. ALIPIO  
Project Officer OIC-Director, OIMD

#### 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 (for ABC's above PhP500K)
4. Original or certified true copy of duly notarized Omnibus Sworn Statement.
5. Must be DOT-accredited tour operator.

**Created by** TERESITA A. ROMANES

**Date Created** 17/01/2023

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