



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9555043  
**Procuring Entity** DEPARTMENT OF TOURISM - NCR  
**Title** GROUND HANDLING AND TRANSPORT SERVICES TOUR OPERATOR AND/OR TRAVEL AND TOUR AGENCY  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	NCR-2023-03-014	<b>Status</b>	<b>In-Preparation</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<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>	10/03/2023
<b>Approved Budget for the Contract:</b>	PHP 170,788.00	<b>Last Updated / Time</b>	09/03/2023 14:51 PM
<b>Delivery Period:</b>	1 Day/s	<b>Closing Date / Time</b>	13/03/2023 08:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Lawrence Jacosalem Alcantara Supply Officer 351 Sen. Gil Puyat Ave. Makati City Metro Manila Philippines 63-8-4595200 Ext.212 63-8-5533530 dotncr.bac@tourism.gov.ph		

#### Description

##### BRIEF BACKGROUND:

The Department of Tourism through the Office of Product and Market Development will be conducting the 2023 Strategic Planning and Alignment Workshop with Foreign Offices. The Tourism Attaches will be coming to the Philippines and attend the workshop for a series of meetings, presentations, and attendance to the National Tourism Development Plan Summit.

In partnership with DOT National Capital Region, the Office of Product and Market Development and Tourism Attaches (TAs) will be having two separate Familiarization Tours at the region. As the main gateway to welcome the international market, the TAs will be introduced to a diverse tailor-fit Metro Manila Tours.

##### OBJECTIVES:

To showcase the capital's rich cultural heritage and diverse tourism products to respective markets of Tourism Attaches through a familiarization tour of the Region.

##### SPECIFICATIONS

Tour A - Marikina-Cubao Heritage and Art Tour

##### Itinerary:

##### TIME ACTIVITY

8:00 am-9:00 am Call/waiting time at DOT Lobby  
 9:00 am ETD for Kapitan Moy Residence  
 10:00 am ETA Kapitan Moy Residence (Birthplace of the Shoe Industry)/ Brief Tour  
 10:20 am ETD for Marikina Shoe Museum  
 10:25 am ETA Marikina Shoe Museum/ Tour  
 10:45 am ETD for Shoe Factories ( at least 2 factories )  
 11:00 am ETA Shoe Factories/ onsite demo  
 11:40 am ETD for Novotel Araneta, Araneta Center, QC  
 12:15 pm ETA Novotel Araneta/ Lunch  
 1:35 pm ETD for Art In Island Museum  
 1:50 pm ETA Art In Island Museum/ Interactive Tour  
 3:35 pm ETD for Tagaytay City, Cavite

## A. Transportation

- 1 Coaster Hire in Manila - DOT Office to Points in Metro Manila and drop-off to Tagaytay City
- 12 hours use of van for 1 day in Metro Manila and drop-off to Tagaytay City
- 1 unit of air-conditioned van
- Inclusive of: Driver, Driver's Meals, Fuel, Parking, Toll Fees, Driver's Fee
- Driver must be fully vaccinated
- 29,600.00

## B. Tours

- Tour Guide 1 Tour Guide for 6 hours
- Must be DOT Accredited 6,000.00
- Art in Island Entrance Fee 850 x 12 pax 10,200.00
- Marikina Shoe Museum 50 x 12 pax 600.00
- Crafted Marikina Shoe 1,199 x 12 pax 14,388.00
- Meals Lunch
- 800 x 12 pax
- Must be in Novotel Araneta, QC

## Snacks

- 350 x 12 pax 9,600.00
- Packed, must include 2 bottles of water, 4,200.00

Tour B - Medical and Wellness Tour  
Itinerary:

## TIME ACTIVITY

- 8:00 am-9:00 am Call /waiting time at DOT Lobby
- 9:00 am ETD for St. Luke's BGC
- 9:20 am ETA St. Luke's BGC / Health and Wellness
- 12:00 nn Lunch at BGC
- 1:30 pm Gondola Ride at Venice Grand Canal Mall
- 2:00 pm ETD for Okada Manila
- 2:35 pm ETA Okada Manila/ Health and Wellness
- 4:00 pm ETD for Tagaytay City , Cavite

## A. Transportation

- 1 Coaster Hire in Manila - DOT Office to Points in Metro Manila and drop-off to Tagaytay City
- 12 hours use of van for 1 day in Metro Manila and drop-off to Tagaytay City
- 1 unit of air-conditioned van
- Inclusive of: Driver, Driver's Meals, Fuel, Parking, Toll Fees, Driver's Fee
- Driver must be fully vaccinated
- 29,600.00

## B. Tours

- Gondola Ride 400 x 12 pax 4,800.00
- Okada Health and Wellness 4,000 x 12 pax 48,000.00
- Meals
- Lunch
- 800 x 12 pax 9,600
- Lunch must be in BGC or Venice Grand Canal Mall
- (subject for approval of project officer)

## Snacks

- 350 x 12 pax 4,200
- Packed, must include 2 bottles of water

## Minimum requirements of Tour Operator:

- A. Must be accredited by the DOT and must abide to the Memorandum Circular on the Health and Safety Guidelines Governing the Operations of Travel and Tour Agencies and Tour Guides under the New Normal;
  - B. Provision of first aid medical kit for the group;
  - C. Willing to provide services on send-bill arrangement.
- Approved Budget for the Contract (ABC)

## Breakdown

- Tour A 74,588.00
- Tour B 96,200.00
- Total 170,788.00

## Approved Budget for the Contract (ABC)

One Hundred Seventy Thousand Seven Hundred Eighty Eight Pesos (Php 170,788.00).  
inclusive of taxes and is subject to appropriate government taxes.

## Documentary Requirements to be submitted:

1. Valid Mayor's/Business Permit;
2. PhilGEPS Registration Number;
3. Duly notarized original and certified true copy of Omnibus Sworn Statement;
4. DOT Accreditation Certificate

## Contact Person/s:

MR. ERNIE TESTON  
Head, PMDU  
ernieteston@tourism.gov.ph

MS. COLLINS KARLA E TELMO  
cetelmo@tourism.gov.ph

Contact number: 84595200 local 223

**Other Information**

Please quote your lowest price for the above requirements and submit your quotation along with documentary requirements VIA PERSONAL SERVICE AND/ OR COURIER in three (3) original sets IN A SEALED ENVELOPE to this office address:

DOT NCR BAC SECRETARIAT  
Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat  
2nd Floor, DOT Building, 351 Sen. Gil Puyat Avenue, Makati City

Note: Deadline of submission is on March 13, 2023 @ 8:00 am

**Created by** Lawrence Jacosalem Alcantara

**Date Created** 09/03/2023

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.