



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9577576  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** PROCUREMENT OF INTERNATIONAL AIRLINE TICKETS FOR SHANGHAI, CHINA ON APRIL 16-22, 2023 (IAS)

#### Area of Delivery

<b>Solicitation Number:</b> 2023-03-0158	<b>Status</b>	<b>Pending</b>
<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>	17/03/2023
<b>Approved Budget for the Contract:</b> PHP 80,314.40	<b>Last Updated / Time</b>	16/03/2023 10:39 AM
<b>Delivery Period:</b>	<b>Closing Date / Time</b>	20/03/2023 10:00 AM
<b>Client Agency:</b>		
<b>Contact Person:</b> Clara Cortez Buscano Administrative Assistant III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200  spyccb@yahoo.com		

#### Description

##### TERMS OF REFERENCE

##### I. PROJECT DETAILS

Project : Compliance and Operations Audit of PDOT Shanghai  
 Destination : PDOT Shanghai, China  
 Period Covered : April 16 to 22, 2023

##### II. MINIMUM REQUIREMENTS FOR SUPPLIERS

- Must be DOT accredited
- Tickets are re-bookable and refundable
- Must provide appropriate travel insurance coverage
- Willing to provide services on send- bill arrangement

##### III. SCOPE OF WORK/DELIVERABLES

FLIGHT DETAILS PASSENGER DETAILS REQUIREMENTS  
 PDOT - Shanghai

April 16, 2023  
 Manila-Shanghai  
 MNL-PVG  
 Preferred flight:  
 Early Morning Flight

April 22, 2023  
 Shanghai-Manila

PVG-MNL  
Preferred Flight:  
Afternoon Flight

NAME: AGUSTINA A. ISIP  
OFFICE/DIV.: IAS- Operations Audit Division  
POSITION: Internal Auditor IV  
BIRTHDAY: 08-August-1962  
EMAIL: augieisip@yahoo.com  
CONTACT NUMBER: 09088622876

NAME: ESTHER S. REYES  
OFFICE/DIV.: IAS- Operations Audit Division  
POSITION: Internal Auditor II  
BIRTHDAY: 16-April1982  
EMAIL: esreyes@tourism.gov.ph esreyes16@gmail.com  
CONTACT NUMBER: 0905316882

Inclusive of:

- Travel Insurance
- Standard baggage allowance for economy class ticket

#### IV. OTHER REQUIREMENT

o Standard baggage allowance for economy class ticket

#### V. BUDGET

PHP 80,314.40 – Eighty thousand three hundred fourteen pesos and forty centavos

#### VI. PAYMENT PROCEDURE

Government Procedure

NOTE: The winning bid however, shall be determined based on the proposal with most advantageous Financial package cost, provided that the amount of bid does not exceed the above total budget.

#### VII. CONTACT PERSON/S

Rowena D. Hidalgo  
Tel. [02] 8459 5200 local 314

REYNALDO M. ROSAS, MNSA  
Director IV  
Internal Audit Service

#### **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.

#### ELIGIBILITY REQUIREMENTS:

1. Mayor's/Business Permit issued by the City or Municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zone Area.

In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within period prescribed by the local government unit.

2. PHILGEPs' Registration Number or Certificate of Platinum Membership in lieu of Mayor's Permit and PhilGEPs Registration Number

3. Latest Income/Business Tax Return (latest, monthly or quarterly 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 quotations together with your eligibility requirements thru email on or before 20 March 2023 @ 10:00 a.m. (indicating the Solicitation Number and Title of the Project) addressed to: Ms. Clara C. Buscano, email address: ccbuscano@tourism.gov.ph.

Late and unsigned quotations shall not be accepted.

**Created by** Clara Cortez Buscano

**Date Created** 16/03/2023

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