



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9661290
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Services of DOT-Accredited Travel & Tour Operator for the Site Validations of Campgrounds in Protected Areas

Area of Delivery

Solicitation Number:	NP-SVP 2023-04-222	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	2
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Travel, Food, Lodging and Entertainment Services	Date Published	15/04/2023
Approved Budget for the Contract:	PHP 287,000.00	Last Updated / Time	14/04/2023 12:43 PM
Delivery Period:		Closing Date / Time	18/04/2023 16:00 PM
Client Agency:			
Contact Person:	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

OFFICE OF TOURISM STANDARDS AND REGULATION
STANDARDS DEVELOPMENT DIVISION

TECHNICAL SPECIFICATIONS

I. PROJECT TITLE: SITE VALIDATIONS OF CAMPGROUNDS IN PROTECTED AREAS

II. PURPOSE/OBJECTIVE:

- To validate the appropriateness of indicators and elements of the draft standard
- To identify existing features and elements for adoption in the development of the identified standard.

III. MINIMUM REQUIREMENTS FOR SUPPLIERS:

- Must be a DOT-accredited travel and tour agency
- Must be willing to provide services on a send-bill arrangement

IV. DETAILS OF SCOPE OF WORK AND DELIVERABLE

A. Lot 1 – Rizal Site Validation

1) Land Transportation

- Provide van transportation from the DOT Makati office to and around Rizal Province on the following dates:

a) May 08, 2023: Pick up at DOT Makati Office and travel to Rodriguez, Rizal

b) May 09 to 10, 2023: Transportation around Tanay, Rizal

c) May 11, 2023: Travel from Tanay to DOT Makati Office

- Van hire inclusions:
 - a) Four days' use of van
 - b) Fuel expenses
 - c) Parking fees
 - d) Driver
 - e) Driver's accommodation

2) Accommodation

- Provide room accommodation on the following dates and locations:

a) Tanay, Rizal
Check in: May 08, 2023
Check out: May 11, 2023

- One twin sharing room x three nights
- One single room x three nights

- All rooms must be inclusive of breakfasts for guests

3) Meals

Day Meals PAX

Day 1

- (May 08 2023) • Lunch: Eight
- Dinner: Eight • Two SDD personnel
 - One DOT 4A personnel
 - Two Tanay/Rodriguez LGU personnel
 - One driver
 - One tour coordinator
 - One tour guide

Day 2 to 3

- (May 09 to 10, 2023) • Breakfast: Five
- Lunch: Eight
 - Dinner: Eight

Day 4

- (March 11, 2023) • Breakfast: Five
- Lunch: Eight

4) Tour companions

- Provide one tour coordinator to perform the following responsibilities:
 - a) Escort the inspection team throughout the site validation period
 - b) Coordinate ground arrangements with campgrounds to be inspected
 - c) Coordinate ground arrangements with outsourced service providers (e.g., transportation, accommodation, meals)
- Provide one tour guide to accompany the inspection team in mountainous protected areas to be visited

B. Lot 2 – Cebu Site Validation

1) Air Transportation

- Provide two roundtrip plane tickets from Manila to Cebu on the following dates:

Departure Date	Route	Target	Departure Time
May 03, 2023	Manila – Cebu	0930H	
May 05, 2023	Cebu City - Manila	1500H	

- Passenger details:

Passenger Name	Contact Number	Email
Ma. Teresa U. Fevidal	9176336854	fevia1696@yahoo.com
Justine Carlo J. Geronimo	9065974642	jjgeronimo@tourism.gov.ph

2) Land Transportation

- Provide van transportation on the following dates:

- a) May 03, 2023: Pick up at Mactan-Cebu International Airport and travel to Olango Island
- b) May 04, 2023: Transportation within Olango Island
- c) May 05, 2023: Travel from Olango Island to Mactan-Cebu International Airport

- Van hire inclusions:
 - a) Three days' use of van
 - b) Fuel expenses
 - c) Parking fees
 - d) Driver
 - e) Van's freight fee from Angasil Port to Olango Island and vice versa

3) Water Transportation

- Provide seven roundtrip boat transportation from Angasil Port to Olango Island on the following dates:

Departure Date Route Target Departure Time
 May 03, 2023 Angasil Port – Olango Island 1500H
 May 05, 2023 Olango Island – Angasil Port 0800H

4) Accommodation

- May 03 to 04, 2023: Room accommodation for seven pax, inclusive of breakfast, in Olango Island

- Room types:

- Three twin-sharing rooms
- One single-occupancy room

5) Meals

Day Meals PAX

Day 1 to 2

(May 03 to 04, 2023) • Lunch: Seven

- Dinner: Seven • Two SDD personnel
- One DOT 7 personnel
- Two Lapu-lapu City LGU personnel
- One tour coordinator
- One driver

Day 3

(May 05, 2023) • Lunch: Seven

6) Tour coordinator

- Provide one tour coordinator to perform the following responsibilities:
 - Escort the inspection team throughout the site validation period
 - Coordinate ground arrangements with campgrounds to be inspected
 - Coordinate ground arrangements with outsourced service providers (e.g., transportation, accommodation, meals)

C. Lot 3 – Panglao Island Site Validation

1) Air Transportation

- Provide two roundtrip plane tickets from Manila to Bohol on the following dates:

Departure Date Route Target Departure Time
 May 02, 2023 Manila – Bohol 0900H
 May 05, 2023 Bohol-Manila 1500H

- Passenger details:

Passenger Name Contact Number Email

Precy Salvacion T. Aguinaldo 09195803802 precy_aguinaldo@yahoo.com

JC Jan O. Cueto 09054734304 jaycee.cueto@gmail.com

2) Land Transportation

- Provide van transportation on the following dates:

- May 02, 2023: Pick up at Panglao Airport and travel around Panglao Island
- May 03 to 04, 2023: Transportation around Panglao Island and nearby municipalities
- May 05, 2023: Dropoff at Panglao Airport

- Van hire inclusions:

- Four days' use of van
- Fuel expenses
- Parking fees
- Driver

3) Water Transportation

- Provide one roundtrip boat transportation from Cebu Port to Tagbilaran on the following dates:

Departure Date Route Target Departure Time
 May 02, 2023 Cebu Port – Tagbilaran Port 1500H
 May 05, 2023 Tagbilaran Port-Cebu Port 0800H

4) Accommodation

- Provide room accommodation for three pax, inclusive of breakfast, for three nights within Tagbilaran City from May 02 to 05, 2023

- Room types:

- a) One twin-sharing room
- b) One single-occupancy room

5) Meals

Day Meals PAX

Day 1

- (May 02, 2023) • Lunch: Seven
- Dinner: Seven • Two SDD Personnel
- One DOT Region 7 personnel
- Two Panglao/Dauis LGU personnel
- One tour coordinator
- One driver

Day 2 to 3

- (May 03 to 04, 2023) • Breakfast: Four
- Lunch: Seven
- Dinner: Seven

Day 4

- (May 05, 2023) • Breakfast: Four
- Lunch: Seven

6) Tour coordinator

- Provide one tour coordinator to perform the following responsibilities:
 - a) Escort the inspection team throughout the site validation period
 - b) Coordinate ground arrangements with campgrounds to be inspected
 - c) Coordinate ground arrangements with outsourced service providers (e.g., transportation, accommodation, meals)

D. Lot 4 – Siargao Island Site Validation

1) Air Transportation

- Provide two roundtrip plane tickets from Manila to Siargao on following dates:

Departure Date	Route	Target	Departure Time
May 02, 2023	Manila – Siargao	0900H	
May 05, 2023	Siargao – Manila	1400H	

- Passenger details:

Passenger Name	Contact Number	Email
Marissa Victoria C. Claustro	9279001725	mariz.claustro@gmail.com
Blessy Grace G. Tansingco	9369872365	blessytansingco@gmail.com

2) Land Transportation

- Provide van transportation on the following dates:
 - a) May 02, 2023: Pick up at Sayak Airport and travel around Siargao Island
 - b) May 03 to 04, 2023: Transportation within Siargao Island
 - c) May 05, 2023: Dropoff at Sayak Airport

- Van hire inclusions:

- a) Four days' use of van
- b) Fuel expenses
- c) Parking fees
- d) Driver

3) Accommodation

- Provide room accommodation for three pax, inclusive of breakfast, for three nights in the municipality of Dapa or General Luna, Siargao Island
- Room types:

- a) One twin-sharing room
- b) One single-occupancy room

4) Meals

Day Meals PAX

Day 1

- (May 02, 2023) • Lunch: Seven
- Dinner: Seven • Two SDD Personnel
- One DOT Region 13 personnel
- Two General Luna/Dapa LGU personnel
- One tour coordinator

- One driver
- Day 2 to 3
(May 03 to 04, 2023) • Breakfast: Four
- Lunch: Seven
 - Dinner: Seven
- Day 4
(May 05, 2023) • Breakfast: Four
- Lunch: Seven

5) Tour coordinator

- Provide one tour coordinator to perform the following responsibilities:
 - a. Escort the inspection team throughout the site validation period
 - b. Coordinate ground arrangements with campgrounds to be inspected
 - c. Coordinate ground arrangements with outsourced service providers (e.g., transportation, accommodation, meals)

V. APPROVED BUDGET FOR THE CONTRACT

Lot Number Amount

Lot 1 – Rizal Site Validation ₱ 71,000
Lot 2 – Cebu Site Validation ₱ 63,000
Lot 3 – Bohol Site Validation ₱ 69,000
Lot 4 – Siargao Site Validation ₱ 84,000
Total Amount ₱287,000

TWO HUNDRED EIGHTY-SEVEN THOUSAND PESOS ONLY
(₱ 287,000.00)

VI. TERMS OF PAYMENT

- Payment shall be made to the supplier not less than thirty (30) working days after the site validations have been completed
- The payment shall be on a send bill arrangement, which shall be settled upon submission of the Statement of Account and other payment documents after the site validations have been completed
- Payment shall be based on actual expenses incurred but not to exceed Two Hundred Eighty-Seven Thousand Pesos (₱ 287,000.00) for the total actual cost of services rendered inclusive of VAT and other taxes. Subject to the government accounting and auditing rules and regulations.

VII. PROJECT OFFICER/CONTACT PERSON

Blessy Grace G. Tansingco/Mr. Justine Carlo J. Geronimo
Standards Development Division, Office of Tourism Standards and Regulation

Trunk Line: (02) 459-5200 to 30 Local 204
Mobile: 0906-597-4642/0936-987-2365
Email: sdd@tourism.gov.ph

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

Approved by:

VIRGILIO M. MAGUIGAD, EnP
Director
Office of Tourism Standards and Regulation

Other Information

Partial bid is allowed. All goods are grouped in lots. Supplier/s shall have the option of submitting a proposal on any or all lots and evaluation and contract award will be undertaken on a per lot basis.

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. Duly notarized Omnibus Sworn Statement.
5. Must be DOT-accredited tour operator.

Created by TERESITA A. ROMANES

Date Created 14/04/2023

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.

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