



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9684097
Procuring Entity DEPARTMENT OF TOURISM
Title 2nd Posting 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 2nd Posting	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	21/04/2023
Approved Budget for the Contract: PHP 287,000.00	Last Updated / Time	20/04/2023 18:22 PM
Delivery Period:	Closing Date / Time	25/04/2023 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:

- Three days' use of van
- Fuel expenses
- Parking fees
- Driver
- 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:

- One twin-sharing room
- 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:
 - 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)

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:
 - May 02, 2023: Pick up at Sayak Airport and travel around Siargao Island
 - May 03 to 04, 2023: Transportation within Siargao Island
 - May 05, 2023: Dropoff at Sayak Airport

- Van hire inclusions:

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

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 20/04/2023

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