



Bid Notice Abstract

Request for Proposal (RFP)

Reference Number 9683524
Procuring Entity DEPARTMENT OF TOURISM
Title PROCUREMENT OF INTERNATIONAL AIRLINE TICKET FOR DUBAI, UAE ON APRIL 27 TO MAY 7, 2023 (OPMD)

Area of Delivery

Solicitation Number:	2023-04-0258	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	2
Classification:	Goods	Bid Supplements	0
Category:	Travel, Food, Lodging and Entertainment Services		
Approved Budget for the Contract:	PHP 406,128.32	Document Request List	0
Delivery Period:			
Client Agency:		Date Published	21/04/2023
Contact Person:	Clara Cortez Buscano Administrative Assistant III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 spyccb@yahoo.com	Last Updated / Time	20/04/2023 16:43 PM
		Closing Date / Time	24/04/2023 10:00 AM

Description

TECHNICAL SPECIFICATIONS

I. BIDDER : Tour Operator or Travel Agent

II. PROJECT TITLE: Sales Blitz in the Middle East
April 27 to May 7, 2023 (inclusive of travel time)

III. BACKGROUND:

The Department of Tourism (DOT) is in need of the services of a DOT-accredited, Metro Manila-based tour operator or a travel agent (preferably IATA member) engaged in the business of providing international air tickets and land transfers in connection with the official travel of Office of the DOT officials, OUSEC-AF, and OPMD officers to Dubai, UAE for the conduct the sales blitz during the Arabian Travel Market (ATM) 2023, which will be held at the Dubai World Trade Center in Dubai, United Arab Emirates on May 1 to 4, 2023 and the Secretary's Listening Tour.

IV. OBJECTIVES:

The following are OPMD's objectives for the conduct of the Sales Blitz and Listening Tour:

- To re-establish business linkages, and network with key and strategic Middle East travel and tourism players, stakeholders, and influencers, and develop new trade and media contacts;
- To provide Middle East travel and tourism executives with developments regarding the country's travel industry, luxury destinations, and products, and explore new partnerships to revitalize the region's outbound tourist markets' interest in Philippine holiday packages; and
- To support the Secretary's directive to diversify product portfolio through multidimensional tourism, and with the

assistance of the tourist private sector, develop specific luxury travel programs for the Arab and expat markets in the Middle East region.

V. MINIMUM REQUIREMENTS:

- A. Must be DOT-accredited and based in Metro Manila;
- B. Must be willing to provide services on send-bill arrangement;
- C. Must have experience in handling DOT travel arrangements within the last two years; and
- D. Provide extended / longer option dates and options for re-booking of dates, in case of postponement of an activity, emergencies, and/or force majeure occurrences;

VI. SCOPE OF WORK

1. Round-trip economy-class international air tickets for (3) OPMD officers

Itinerary:

Date Route Flight details and timing(s) Remarks

April 27, 2023 Manila – Dubai ETD 1815H – ETA 2315H Manila – Dubai, UAE
May 7, 2023 Dubai – Manila ETD 0935H – 2210H Dubai – Manila

Passenger Names:

- Mr. Raymund Glen A. Agustin - Passport number: S0027282A
- Mr. Stalingrad F. Samson - Passport number: S0025924A
- Ms. Beth C. Lamera - Passport number: (to be advised)

2. Round-trip economy-class international air ticket for (1) DOT official and (1) OUSEC-AF personnel

Itinerary:

Date Route Flight details and timing(s) Remarks

April 29 Manila – Dubai ETD 1240H – ETA 1805H Manila – Dubai, UAE
May 6 Dubai – Manila ETD 1940H – 0915 (+1) H Dubai – Manila

Passenger Names:

- Ms. Shereen Gail Yu – Pamintuan – Passport number: (to be advised)
- Ms. Kylie L. Uy - Passport number: (to be advised)

Luggage Allowance (per passenger): 35 kgs.

Other Requirements:

- Supplier must be DOT Accredited tour operator or travel agent
- Airline tickets must be re-bookable and refundable
- Includes international travel insurance for each passenger
- Show breakdown of quotation (taxes and charges, fuel charges and service charges)
- Amenable to send-bill arrangement/government procedure
- Financial bid/proposal shall be converted to Philippine currency

Travel Insurance: International travel insurance for up to 15 days to UAE / Middle East region

VII. BUDGET

LOT PARTICULAR BUDGET

1 Round-trip economy-class international air tickets (3) OPMD officers PHP 232,076.64

2 Round-trip economy-class international air ticket for (1) DOT official and (1) OUSEC-AF personnel PHP 166,051.68

3 Travel Insurance for (5) pax PHP 8,000.00

Total Estimated Budget: PHP 406,128.32

(Four Hundred Six Thousand One Hundred Twenty Eight Pesos and Thirty Two Centavos)

CONTACT PERSON(S)

Contact Person(s): MS. CHARLENEMIE D. HAWIL / MR. STALINGRAD F. SAMSON
Tourism Operations Officer I / Senior Tourism Operations Officer
Office of Product and Market Development – Market Development Division

Address: 5F DOT Building, 351 Sen. Gil Puyat Avenue, Makati City 1200
Contact Number: (632) 8459-5200 local 524 / 09260199087 / 09055181057
Email Address: cdhawil@tourism.gov.ph / sfsamson@tourism.gov.ph

APPROVED BY:

PAULO BENITO S. TUGBANG
Director, Office of Product and Market Development

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 24 April 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

Created by Clara Cortez Buscano

Date Created 20/04/2023

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