



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9897357  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** PROCUREMENT OF INTERNATIONAL AIRLINE TICKETS FOR PUTRAJAYA, MALAYSIA ON JULY 09-13, 2023 (OTDPRIM)

#### Area of Delivery

<b>Solicitation Number:</b> 2023-06-432	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations		
<b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	2
<b>Classification:</b> Goods	<b>Bid Supplements</b>	0
<b>Category:</b> Travel, Food, Lodging and Entertainment Services		
<b>Approved Budget for the Contract:</b> PHP 189,181.28	<b>Document Request List</b>	0
<b>Delivery Period:</b>		
<b>Client Agency:</b>	<b>Date Published</b>	30/06/2023
<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	<b>Last Updated / Time</b>	30/06/2023 00:00 AM
	<b>Closing Date / Time</b>	03/07/2023 10:00 AM

#### Description

##### TERMS OF SPECIFICATIONS

Services of a Travel and Tour Operator for the Philippines' Participation to the 58th ASEAN National Tourism Organizations (NTOs) and Related Meeting 9 – 13 July 2023 | Putrajaya, Malaysia (inclusive of travel dates)

##### Background

The meeting will discuss the progress and status of implementation of the ASEAN Tourism Strategic Plan 2016 – 2025, the reports of ASEAN Tourism Committees Meeting, Comprehensive Study of the implementation of the Mutual Recognition Arrangement on Tourism Professionals (MRA-TP), development of ASEAN Tourism Strategic Plan Post 2025, ASEAN NTOs Fund, cooperation with the ASEAN Dialogue Partners and Sub-Regional Cooperation in Tourism Sector and the preparation for the next ASEAN Tourism Forum 2024.

##### Scope and Services

##### Requirements:

- Ground handler or travel and tour operator must be based within Metro Manila
- Ground handler or travel and tour operator must be DOT-accredited
- Shall provide the following:

Provision of round-trip international economy airfare with travel insurance for the following:

1. Verna Esmeralda Buensuceso (Ms)
2. Jem Micaiah Turla (Ms)
3. Carlos, Ryan (Mr)
4. Serrano, Elaine Joy (Ms)

Flight Details:

Date: 9 July 2023

Destination: Manila to Kuala Lumpur

Proposed Flight: Flight hours between 0400H to 2300H

Date: 13 July 2023

Destination: Kuala Lumpur to Manila

Proposed Flight: Flight hours between 0400H to 2340H

Note: Must include checked-in luggage allowance of 30 kilos per pax for the tokens as giveaway of PDOT to the ASEAN Head of NTOs.

Approved budget for the contract and mode of payment

The approved total budget for the contract is One Hundred Eighty Nine Thousand and One Hundred Eighty One Pesos and 28/100 (Php189,181.28) inclusive of all applicable taxes, government procedure, and send bill arrangement.

Contact Details

KIM BENEDICT B. VITO

Tourism Operations Officer I

Policy Formulation and International Cooperation Division

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Noted By:

WARNER M. ANDRADA

OIC-Assistant Secretary, Tourism 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 03 July 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** 29/06/2023

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