



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10058953
Procuring Entity DEPARTMENT OF TOURISM - NCR
Title TOUR OPERATOR AND/OR TRAVEL AGENCY for SAN JUAN ART CIRCUIT AND ART TRAIL TOUR
Area of Delivery Metro Manila

Solicitation Number:	NCR-2023-08-048	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods	Bid Supplements	0
Category:	Travel, Food, Lodging and Entertainment Services	Document Request List	0
Approved Budget for the Contract:	PHP 843,289.60	Date Published	19/08/2023
Delivery Period:	6 Day/s	Last Updated / Time	18/08/2023 15:18 PM
Client Agency:		Closing Date / Time	22/08/2023 08:00 AM
Contact Person:	Lawrence Jacosalem Alcantara Supply Officer 351 Sen. Gil Puyat Ave. Makati City Metro Manila Philippines 63-8-4595200 Ext.212 63-8-5533530 dotncr.bac@tourism.gov.ph		

Description

IMPLEMENTATION DATE : August 29-September 3, 2023

BRIEF BACKGROUND:

The Department of Tourism - National Capital Region, in collaboration with the City Government of San Juan through its City Tourism and Cultural Affairs Office, will be launching the San Juan City Art Circuit and Art Trail to promote and showcase the city's vibrant art scene and cultural heritage. The launching will be on August 30, 2023 at City Government of San Juan Atrium. There shall be two major activities under the San Juan City Art Circuit, which will be launched with a short program and ribbon cutting: 1. Art Exhibit – The art exhibit will feature the work of various artists from Luzon, Visayan, Mindanao, and host – San Juan City. Five (5) artists will be invited from the three (3) islands and 10 from San Juan City to feature 3-5 works of arts in the exhibition area (San Juan City Hall Atrium) for five (5) days. The artists may opt to sell these works with the City Government of San Juan. 2. Launch of the San Juan City Art Trail – The launch of the San Juan City Art will also be conducted with a displace of the trail featured in the atrium. Guests will then be taken to a coaster tour to the different arts destination in San Juan City. At least seven (7) destinations will be included in the art trail.

OBJECTIVES :

- I. The DOT NCR Regional Office is in need of a Tour Operator or Travel and Tour Agency to provide Airfare, Transport Services, Accommodation, and Artwork Shipping for the invited Artists for the launch of the San Juan Art Circuit on August 29-September 3, 2023 in San Juan City, Metro Manila.
- II. To provide a platform for local artists in San Juan City to showcase their talent and artwork. By featuring their work alongside artists from Luzon, Visayas, and Mindanao, it offers an opportunity for local artists to gain exposure and recognition, both within the local community and at a national level. (DOT 7-Point Agenda: Strengthening Tourism Governance through Close Collaboration with LGUs and Stakeholders);
- III. To celebrate the cultural diversity of the Philippines by bringing together artists from different regions, where it can provide a space to appreciate and showcase various artistic styles, themes, and techniques, reflecting the rich cultural heritage of the country. (DOT 7-Point Agenda: Diversification of Portfolio through Multidimensional Tourism);
- IV. To attract tourists and visitors to San Juan City by promoting it as an art destination as the Art Trail creates an immersive experience for art enthusiasts, encouraging them to explore the city's art galleries, exhibitions, and cultural landmarks. (DOT 7-Point Agenda: Maximization of Domestic Tourism);
- V. To educate and raise awareness about art and its significance in society; through the curated exhibitions, guided tours, and educational programs, the event provides opportunities for visitors to learn about different art forms, techniques, and artistic movements. (DOT 7-Point Agenda: Equalization of Tourism Product Development and Promotion)

TECHNICAL SPECIFICATIONS/DELIVERABLES:

A. Air Travel for the invited Artists from the participating regions in the Philippines Air travel for the 12 pax on the following dates and details:

Date of Travel Particulars Amount AIRFARE August 29, 2023 Morning September 3, 2023 Evening Airfare Inclusive of 20kgs baggage allowance Laoag-Manila vv. = (Php 6,649.00 + Php 2,659.60) x 2 ways 18,617.20 Tuguegarao-MNL vv. = (Php 7649.00 + 3,059.60) x 2 Ways 21,417.20 Puerto Prinsesa-MNL vv. = (Php 6179.00 +Php 2,416.00) X 2 ways 17,190.00 Bicol-MNL vv. = (Php 7,178.00 + Php 3,087.2) x 2 ways 20,530.40 Iloilo-MNL vv. = (Php 6,389.00 + Php 2,555.00) x 2 ways 17,888.00 Cebu-MNL vv. = (Php 7,164.00 + Php 2,865.00) x 2 ways 20,058.00 Tacloban-MNL vv. = (Php 7,667.00 + Php 3,066.00) x 2 ways 21,467.60 Zamboanga-MNL vv. = (Php 7,120.00 + Php 2,848.00) x 2 ways 19,936.00 Cagayan de Oro-MNL vv. = (Php 7,502.00 + Php 3,000.80) x 2 ways 21,005.60 Davao-MNL vv. = (Php 8,234.00 + Php 3293.60) x 2 ways 23,055.20 General Santos City-MNL vv. = (Php 7,942.00 + Php 3,176.80) x 2 ways 22,237.60 Butaun City-MNL vv. = (Php 7,681.00 + Php 3,072.40) x 2 ways 21,506.80 TOTAL 244,909.60 *Must be amenable should the artist be coming from provinces that requires sea travel. *Cost includes rebooking and other airlines' fee B. Transportation

Date Particulars Amount August 29 and September 3 Shuttle of Artists (Airport-Venue-Airport) 12 Hours Use of Van Php 9,200.00 x 3 vans x 2 days 55,200.00 August 29 and September 3 Pick and Drop of Artist Cordillera Administrative Region (CAR)-Manila-CAR Php 13,000.00 x 1 Van x 2 days 26,000.00 August 29 and September 3 Pick and Drop of Artist Region 3-Manila-Region 3 Php 12,090.00 x 1 Van x 2 days 24,180.00

August 29 and September 3 Pick and Drop of Artist Region 4A-Manila-Region 4A Php 11,500.00 x 1 Van x 2 days 23,000.00 TOTAL 128,380.00 Inclusive dates: August 29 and September 3, 2023 - Pick up at any point in the participating Region to San Juan City and Vice Versa - 12 hours use of van (rates are inclusive of overtime pay) - Inclusive of: Driver, Driver's Meals, Fuel, Parking, Toll Fees, Driver's Fee - Driver must be fully vaccinated C. Accommodation

Date Particulars Amount Check in: August 29, 2023 Check out: September 3, 2023 Accommodation for LuzViMin Artists Php 3000 x 15 Pax x 5 Nights 225,000.00 D. Shipping of Artworks

Shipping Of Artworks Particulars Amount Items must be shipped from the participating Region on August 29 and back on September 3, 2023 onwards Express Air and Land Courier Shipping from Anywhere in the Philippines to San Juan, Metro Manila and Vice Versa (Estimated at 25kgs per artwork) Luzon Shipping - Php 62,500.00 Php 3,000.00/pc x 5 pcs x 5 artists 75,000.00 Visayas Shipping - Php 62,500.00 Php 3,000.00/pc x 5 pcs x 5 artists 75,000.00 Mindanao Shipping - Php 62,500.00 Php 3,000.00/pc x 5 pcs x 5 artists 75,000.00 Essential Shipping Materials (Packaging tapes, bubble wraps, labels, fragile tapes, shipping boxes, other cushioning materials) 20,000.00 TOTAL 245,000.00

BUDGETARY REQUIREMENTS/BREAKDOWN Air ticket Php 244,909.60 Transportation/Land Travel Php 128,380.00 Accommodation Php 225,000.00 Shipping of Artworks Php 245,000.00 Total PHP 843,289.60

MINIMUM REQUIREMENTS OF TOUR OPERATOR:

- A. Must be accredited by the DOT and must abide to the Memorandum Circular on the Health and Safety Guidelines Governing the Operations of Travel and Tour Agencies and Tour Guides under the New Normal;
- B. Must allow flexible rebooking dates for accommodation with minimal fees, if applicable;
- C. Provision of first aid medical kit for the group (antacid for upset stomach, headache, antihistamine for allergies, diarrhea, motion sickness, fever, pain reliever, etc.)
- D. Willing to provide services on send-bill arrangement.
- E. Provision of dedicated project coordinator from the service provider F. Provision of on-board umbrellas for participants in case it rains

APPROVED BUDGET FOR THE CONTRACT (ABC)

EIGHT HUNDRED FORTY-THREE THOUSAND TWO HUNDRED EIGHTY NINE AND 60/100 ONLY (PHP 843,289.60). (inclusive of all applicable taxes, EVAT/VAT/government taxes/service charge/ and other applicable taxes and charges)

DOCUMENTARY REQUIREMENTS TO BE SUBMITTED:

1. Valid Mayor's Business Permit;
2. PhilGEPS Registration Number;
3. Duly notarized Omnibus Sworn Statement;
4. DOT Accreditation Certificate;
5. Annual Business/Income Tax Return.

CONTACT PERSON:

MS. COLLINS KARLA E TELMO Viber #: 0955-903-0026 cetelmo@tourism.gov.ph

Other Information

Please quote your lowest price for the above requirements and submit your quotation along with documentary requirements VIA PERSONAL SERVICE AND/ OR COURIER in three (3) original sets IN A SEALED ENVELOPE to this office address: DOT NCR BAC SECRETARIAT Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat 2nd Floor, DOT Building, 351 Sen. Gil Puyat Avenue, Makati City

Note: Deadline of submission is on August 22, 2023 @ 8:00 am

Created by Lawrence Jacosalem Alcantara

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