



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10060388
Procuring Entity DEPARTMENT OF TOURISM
Title Services of a Tour Operator for the Inauguration of the Tourist Rest Area (TRA) in Carcar, Cebu on 26-28 August 2023
Area of Delivery (Independent City)

Solicitation Number:	RFQ NP-SVP 2023-08-550	Status	Active
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	1
Category:	Travel, Food, Lodging and Entertainment Services	Date Published	19/08/2023
Approved Budget for the Contract:	PHP 339,316.40	Last Updated / Time	19/08/2023 00:00 AM
Delivery Period:		Closing Date / Time	22/08/2023 12:00 PM
Client Agency:			
Contact Person:	Norjannah P Lucman Admin. Officer III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 nplucman@tourism.gov.ph		

Description

TECHNICAL SPECIFICATIONS

Procurement of services of a tour operator for the Inauguration of Tourist Rest Area in Carcar, Cebu on 26 to 28 August 2023

I. TITLE : Procurement of Tour Operator Services

II. DATE: 26 to 28 August 2023

III. LOCATION: Carcar, Cebu

IV. OBJECTIVES

To attend and provide assistance during the Tourist Rest Area (TRA) inauguration activity in Carcar, Cebu.

V. Minimum Requirements

1. DOT-accredited service provider.
2. Willing to provide services on a send bill arrangement.

VI. Scope of Deliverables

A. Domestic Air Tickets

One-way Ticket for one (1) pax:
(MNL-CEB) Atty. Annavie E. Bacomo-Lapitan

Roundtrip Ticket for nine (9) pax:
(MNL-CEB-MNL) 1) Ms. Toni Marcel S. Rimando
2) Ms. Ruth T. Elequin
3) Mr. Filbert Ian A. Tan
4) Ms. Elaine S. Villanueva
5) Ms. Frances Cristie Balayon
6) Ms. Roanne Mae L. Ecle
7) Mr. Dennis A. Barrogo
8) Mr. Kier S. Compuesto
9) Mr. John Stephen V. Ilao

NO. OF PAX ROUTE DATE ESTIMATED TIME REMARKS
1 pax MNL-CEB 25 August 2023 8:00am onwards 20 kilos baggage allowance per person per flight

9 pax MNL-CEB 26 August 2023 8:00am onwards
9 pax CEB-MNL 28 August 2023 2:00pm onwards

B. Transportation rental of two (2) air-conditioned van inclusive of:

- 1. Well-groomed and COVID-19 fully vaccinated (with boosters) driver/s and coordinator/s
- 2. Driver and coordinator’s fees, meals, accommodation
- 3. Fuel expenses, toll fees, parking fees

Date Particulars
26 August 2023 Saturday – Mactan-Cebu Airport to Carcar, Cebu
For ten (10) persons with luggage bags
27 August 2023 Sunday - Carcar, Cebu
For ten (10) persons
28 August 2023 Monday Carcar, Cebu to Mactan-Cebu Airport
For ten (10) persons with luggage bags

C. DOT-accredited accommodation for 3 days and 2 nights for ten (10) persons

Check-in 26 August 2023 – Saturday
Check-out 28 August 2023 – Monday

1. Twin/Triple-sharing rooms for nine (9) OSC staff
2. One (1) solo room for the OSC Director
3. Preferably with complimentary breakfast and WiFi access
4. Open to reduction of number of rooms in case the target number of 10 persons is not met

D. Meal requirements for ten (10) persons

26 August 2023 Saturday
Breakfast Takeaway meals* for ten (10) persons to be distributed prior to departure in Manila
Lunch Meals for ten (10) persons
Dinner for ten (10) persons
27 August 2023 Sunday
Complimentary breakfast for ten (10) persons
Lunch Meals for ten (10) persons
Dinner for ten (10) persons
28 August 2023 Monday
Complimentary breakfast for ten (10) persons
Lunch Meals for ten (10) persons
Dinner for ten (10) persons
* Packed meals shall include water, juice, or coffee

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Due to the distortion of some formats (e.g. tables) of this file, please refer to the ATTACHED "TECHNICAL SPECIFICATIONS" (as an attachment to this PhilGEPS Notice)

All documents attached and uploaded to this Notice are also available in the DOT's Official Website

<http://tourism.gov.ph/DOTOpenProjectsforBidding.aspx>

Other Information

THE PROPOSAL/QUOTATION must be addressed to:

To: PROCUREMENT MANAGEMENT DIVISION

Department of Tourism
Makati City

with details such as:

Name of the Bidder/Company:
Address of the Bidder/Company:
Title of the Project:
RFQ No. 2023-08-0550

In addition to the Proposal/Quotation, kindly submit the following 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

3. Latest Income/Business Tax Return (For ABC above PhP500, 000.00)

4. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement

5. DOT Accreditation Certificate

Note: Kindly submit your quotations together with your eligibility requirements TO nplucman@tourism.gov.ph on or before 22 August 2023, 12:00 noon. Late and unsigned quotations shall not be accepted.

Created by Norjannah P Lucman

Date Created 18/08/2023

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