



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 10127326  
**Procuring Entity** DEPARTMENT OF TOURISM - REGION IV-B MIMAROPA  
**Title** Philippine Experience Program: Site Validation in Puerto Princesa City and South Palawan  
**Area of Delivery** Palawan

<b>Solicitation Number:</b> 2023-09-10	<b>Status</b>	<b>Pending</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>	1
<b>Classification:</b> Goods - General Support Services	<b>Bid Supplements</b>	0
<b>Category:</b> Travel, Food, Lodging and Entertainment Services		
<b>Approved Budget for the Contract:</b> PHP 645,820.00	<b>Document Request List</b>	0
<b>Delivery Period:</b> 5 Day/s		
<b>Client Agency:</b>	<b>Date Published</b>	14/09/2023
<b>Contact Person:</b> Faye Angeli Argamosa Reyes Tourism Operations Officer II 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-459-5200 Ext.119 tdd.mimaropa@gmail.com	<b>Last Updated / Time</b>	13/09/2023 11:17 AM
	<b>Closing Date / Time</b>	18/09/2023 14:00 PM

#### Description

##### Objectives:

1. To assess the potential sites and conduct a thorough evaluation of proposed itinerary in PPC and South Palawan, and consider factors such as cultural, historical, ecological, as well as their economic significance.
2. Collaborate with local communities and stakeholders to ensure their active involvement and representation in the site validation process
3. To verify the authenticity, infrastructure requirements, safety standards, and overall visitor experience potential of selected sites;
4. To develop comprehensive recommendations for each site, outlining potential improvements, development plans, and strategies for preserving cultural and environmental heritage.
5. To assess its potential along with the changing environment, market trends, changing preference of consumers.

##### Scope of Service:

The service provider should be able to provide the transportation, transfers, accommodation, meals, training kits of participants with the following specifications:

1. Service Provider should be a DOT-Accredited Tour Operator
2. Inclusive Date: September 25-29, 2023
3. Amenable to send-bill arrangement/government procedure
4. Price quotation should be denominated in the Philippine Peso and inclusive of 12% VAT and all other applicable taxes and charges. Price validity shall be for a period of one hundred twenty (120) calendar days.
5. Tour Operator must be based in the MIMAROPA Region

Documentary Requirements:

1. Mayor's/Business Permit
2. Proof of PhilGEPS Registration
3. Omnibus Sworn Statement
4. Valid DOT Accreditation Certificate
5. DTI/SEC Permit

Note: All documentary requirements and proposal shall be sent via e-mail at: dot4b.bacsecretariat@gmail.com

SPECIFIC REQUIREMENTS

The following are the specific requirements to be delivered for the activity that will be conducted, to wit:

A. Airfare

Roundtrip flight ticket to Manila-Puerto Princesa City-Manila for nine (9) pax

- September 25, 2023: Manila- Puerto Princesa (Morning flight)
- September 29, 2023: Puerto Princesa- Manila (afternoon flight)

B. Van Rental

- Two (2) units of air-conditioned van rental within Puerto Princesa City and South Palawan at least 12-seater) with stored supplies of face mask, face shield, and alcohol (sanitation kits)
- Inclusive dates: September 25-29, 2023

C. Accommodation

- Must be DOT-Accredited Accommodation Establishment
- Must provide room accommodation for the following:
  1. September 25-26, 2023 2D1N (12 pax) in Bataraza
  2. September 26-27, 2023 2D1N (12 pax) in Quezon
  3. September 27-28, 2023 2D1N (12 pax) in Narra
  4. September 28-29, 2023 2D1N (12 pax) in Puerto Princesa City
- Must have a stable WIFI connection
- Must have a 24-Hour Security
- Must have an In-house restaurant

D. Meals

- Should be able to provide Breakfast, AM & PM snack, Lunch and Dinner for twelve (12) pax during the site validation and meeting on September 25-27,2023
- Should be able to provide AM & PM snack, Lunch. Dinner for thirty (30) pax for the Focus Group Discussion (FGD) on September 28-29,2023
- With free flowing coffee/tea and water during the training

E. Training Venue

- Venue should be able to accommodate a maximum of 30 pax giving due consideration to the minimum health and safety protocols
- Whole day rental of training venue on September 28-29, 2023 in Puerto Princes City
- Venue should be able to provide basic sound system, PA system with free use of LCD projector and extension cords

F. Training Materials

- 30pcs. Customized Mesh Eco Bag (16x16in)
- 30pcs. Customized Dri-Fit Polo Shirt
- 30pcs. Customized Ballpen and notebook
- 12pcs. Hygiene Kit for 12 pax (Alcohol, Wet Wipes, Tissue, Sunblock)

Please see attached Annex A for the detailed design

G. Tokens/ Giveaways

Should be able to provide:

- 12pcs. Body Bag for Site Inspection
- 30pcs. Corporate Jacket

H. Miscellaneous Expense

Should be able to provide load allowance for 2 project officers

APPROVED BUDGET FOR THE CONTRACT

Total budget allocation is Six Hundred Forty-Five Thousand Eight Hundred Twenty Pesos Only (P645,820.00) inclusive of taxes and fees.

The winning bid 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.

PAYMENT SCHEMES

Terms of payment to the winning bidder shall be in accordance with the government procedure (send bill arrangement). Failure to comply with the terms and conditions of the contract will result in the payment of corresponding penalties and liquidated damages in the amount equal to ten percent (10%) of the contract price by the winning bidder.

Contact Person:

Ms. Jay S. De Guzman  
Tourism Development Division, DOT MIMAROPA  
09171378529  
tdd.mimaropa@gmail.com/ jsdeguzman@tourism.gov.ph

**Created by** Faye Angeli Argamosa Reyes  
**Date Created** 13/09/2023

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.