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Philippine Government
Procurement Opportunities

Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10164903
Procuring Entity DEPARTMENT OF TOURISM - REGION IV-B MIMAROPA
Title FILIPINO BRAND OF SERVICE EXCELLENCE (FBSE) SEMINAR WITH COMMENTARY DEVELOPMENT
Area of Delivery Occidental Mindoro

Solicitation Number: 2023-09-13	Status	Pending
Trade Agreement: Implementing Rules and Regulations		
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification: Goods - General Support Services	Bid Supplements	0
Category: Travel, Food, Lodging and Entertainment Services		
Approved Budget for the Contract: PHP 115,520.00	Document Request List	0
Delivery Period: 7 Day/s		
Client Agency:	Date Published	26/09/2023
Contact Person: Monina Valdez Raneses Senior Tourism Operations Officer 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-459-5200 Ext.210 63-890-0945 dot4b.bacsecretariat@gmail.com	Last Updated / Time	25/09/2023 18:54 PM
	Closing Date / Time	29/09/2023 13:00 PM

Description

TERMS OF REFERENCE

I. PROJECT TITLE

FILIPINO BRAND OF SERVICE EXCELLENCE (FBSE) SEMINAR WITH COMMENTARY DEVELOPMENT

Host Agency : DEPARTMENT OF TOURISM – MIMAROPA

Date : October 9 – 15, 2023

Location : Mamburao and Sablayan, Occidental Mindoro

II. PROJECT RATIONALE AND OBJECTIVES

In line with the goal of the Department of Tourism (DOT) through the leadership of Tourism Secretary Ma. Esperanza Christina Garcia Frasco to make the Philippines known not only through award-winning destinations but by introducing the Philippines as the Hospitality Center of Asia and eventually the world, this office will roll-out the Filipino Brand of Service Excellence (FBSE) Seminar for DOT Accredited Tourism Enterprises in the destinations of MIMAROPA.

The seminar is designed to develop and sustain a tourism workforce capable of providing excellent quality services of globally-competitive standards to tourists and visitors traveling to and around the country while establishing and maintaining good customer relationships.

III. MINIMUM REQUIREMENTS FOR SERVICE PROVIDER

A. Must be PHILGEPs REGISTERED
 B. Preferably DOT Accredited Tour Operator and/or Travel & Tour Agency
 C. Located in Metro Manila and/or Occidental Mindoro
 D. Must be willing to provide services on a send bill arrangement
 E. Must comply with the detailed services specified in Item V of the TOR

IV. DOCUMENTARY REQUIREMENTS

- Current Mayor's / Business Permit / BIR Certification (for Individual)
- PHILGEP's Registration Number or Certificate of Platinum Membership
- Registration Certificate from SEC or DTI
- Original or Certified true copy of duly notarized Omnibus Sworn Statement
- Valid DOT Accreditation Certificate

V. SCOPE OF WORK / DELIVERABLES

A. Transportation (Boat)

1. October 9, 2023
One (1) DOT Facilitator / Two (2) Resource Speakers
Batangas to Abra De Ilog
2. October 12, 2023
One (1) Resource Speaker
Abra De Ilog to Batangas
3. October 15, 2023
One (1) DOT Facilitator / One (1) Resource Speaker
Abra De Ilog to Batangas

B. Accommodation

- Mamburao
Three (3) Single Occupancy Room
Number of persons: 2 Resource Speakers / 1 DOT Facilitator
Check-in: October 9, 2023
Check-out: October 10, 2023
- Sablayan
Three (3) Single Occupancy Room
Number of persons: 2 Resource Speakers / 1 DOT Facilitator
Check-in: October 10, 2023
Check-out: October 11, 2023

C. Venue and Training Meals

Lunch and PM snacks
 Venue: Mamburao and Sablayan, Occidental Mindoro
 Date of training: October 10, 2023 (Mamburao)
 October 11, 2023 (Sablayan)
 Number of persons: 110 pax per day

D. Outside Meals

1. Number of persons: 4 pax x 3 meals
2 Resource Speakers / 1 DOT Facilitator / 1 DOT Staff
October 9, 2023
2. Number of persons: 3 pax x 1 meal
2 Resource Speakers / 1 DOT Facilitator
October 10 to 11, 2023
3. Number of persons: 2 pax x 3 meals
1 Resource Speaker / 1 DOT Staff
October 12, 2023
4. Number of persons: 2 pax x 1 meal
1 Resource Speaker / 1 DOT Facilitator
October 12 to 14, 2023
5. Number of persons: 3 pax x 3 meals
1 Resource Speaker / 1 DOT Facilitator / 1 DOT Staff
October 15, 2023

E. Miscellaneous Fees

Tarpaulin, Supplies and Materials

VI. APPROVED BUDGET FOR THE CONTRACT

The total budget allocation is One Hundred Fifteen Thousand and Five Hundred Twenty Pesos (Php 115,520.00), inclusive of applicable taxes and fees.
 The winning bid shall determine based on the proposal that is responsive with the technical specifications and whose bid is within the approved budget for the contract (ABC).

VII. PAYMENT PROCEDURE

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.

VIII. PROJECT OFFICER / CONTACT PERSON

Name : MS. CECIL V. ARANTON
 Email : tisp.dot4b@gmail.com / dot4b.training@tourism.gov.ph
 Contact No. : 09175866513

Created by Monina Valdez Raneses
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