



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10201208
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Services of Tour Operator for the Conduct of "Personnel Enhancement and Visit of Tourism Sites (Zambales)

Area of Delivery

Solicitation Number:	SVP 2023-10-648	Status	Pending
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	0
Category:	Travel, Food, Lodging and Entertainment Services	Date Published	07/10/2023
Approved Budget for the Contract:	PHP 410,664.00	Last Updated / Time	06/10/2023 15:20 PM
Delivery Period:		Closing Date / Time	10/10/2023 11:00 AM
Client Agency:			
Contact Person:	JOSE QUISORA PEREZ Administrative Assistant III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 jqperez@tourism.gov.ph		

Description

TECHNICAL SPECIFICATION

Procurement of Tour Operator for Personnel Enhancement and Visit of Tourism Sites

I. PROJECT TITLE : Personnel Enhancement and Visit of Tourism Sites

II. DATE/VENUE : November 7-10, 2023/ San Antonio, Zambales

III. PROJECT OBJECTIVE

The "Personnel Enhancement and Visit of Tourism Sites" project is deemed important for DOT employees to see and experience the various destinations being promoted by the Department to put them in a better position to help in promotion efforts.

The project will not only provide DOT employees the opportunity to be exposed to gender sensitive tourist sites and involve them in the campaign for a gender responsive tourism industry but also to foster appreciation and better understanding of the tourism destination.

With this undertaking, the Department thru Training and Development Division would like to implement the project pursuant to the following directives:

a. Section 3 Paragraph (b) of Republic Act 9593 known as the Tourism Act of 2009, which "Encourage activities and programs which promote tourism awareness, preserve the country's diverse cultures and heritage, and instill a sense of history and a culture of tourism among the youth and the populace".

b. Paragraph 5, Section 22 Rule II of the Implementing Rules and Regulation of the said act, it requires the Department through its Human Resource Division to "Develop and implement a human resource development plan, based on identified needs, which will provide the enhancement of the competencies and skills of employees as well as their physical, social and spiritual well-being"

IV. MINIMUM REQUIREMENT FOR TOUR OPERATOR/TRAVEL AGENCY

- Must be a DOT- accredited Tour Operator/Travel Agency
- Must be registered with the Philippine Government Electronic Procurement Systems (PHILGEPS)
- Must be willing to provide services on a send bill arrangement

V. SCOPE OF WORK AND DELIVERABLES

ZAMBALES (NOVEMBER 7-10, 2023) FOR 32 PARTICIPANTS

A. MEALS REQUIREMENT

Dates Meal No. of Pax

Nov. 7, 2023 Lunch and Dinner 32

Nov. 8, 2023 Breakfast, Lunch and Dinner 32

Nov. 9, 2023 Breakfast, Lunch and Dinner 32

Nov. 10, 2023 Breakfast and Lunch 32

B. ACCOMMODATION REQUIREMENTS

- a. Must be in San Antonio, Zambales
- b. Must be DOT Accredited establishment

No. of Rooms Room Type Check In Check Out

10 Triple Sharing Nov. 7, 2023 Nov. 10, 2023

2 Single Occupancy Nov. 7, 2023 Nov. 10, 2023

C. TRANSPORTATION REQUIREMENTS

- a. Must be DOT Accredited Tourist Transport

Date No. of Units Capacity and Route

Nov. 7-10, 2023 I unit air conditioned bus 40-45 seaters inclusive of toll fees/parking fees, meals and accommodation of driver

DOT Makati - San Antonio Zambales – DOT Makati (RT)

Must transport participants to seminar/lecture and Technical visits

D. CONFERENCE PACKAGE

- a. Inclusive of vans/ boat ride
- b. environmental/entrance fees
- c. am& pm snacks with bottled water
- d. Free Flowing coffee/tea
- e. Audio- Visual Equipment, Projector/ screen with at least 2microphones

Date Seminar/Lectures Preferred Destination

Nov. 7, 2023 Seminar with Technical Visit San Antonio Town Proper City Tour

Ramon Magsaysay Ancestral House/ et al

E. TECHNICAL VISITS

Date No. of Pax Type of Tour inclusion

Nov. 8, 2023 32 Pundaquit Technical Tour Inclusive of vans/boat rides, environmental/ entrance fees, am and pm snacks, bottled water and services of local guides

Nov. 9, 2023 32 Cultural Immersion Inclusive of vans/boat rides, environmental/ entrance fees, am and pm snacks, bottled water and services of local guides

Nov. 10, 2023 32 City Tour Inclusive of vans/boat rides, environmental/ entrance fees, am and pm snacks, bottled water and services of local guides

F. TOTAL APPROVED BUDGET FOR PERSONNEL ENHANCEMENT AND VISIT OF TOURISM SITES IN ZAMBALES ON NOVEMBER 7-10, 2023

Four Hundred Ten Thousand Six Hundred Sixty-Four Pesos Only (Php 410,664.00) inclusive of applicable taxes. Expenses shall be charged to the HRD-TDD continuing Funds for FY 2022.

VI. CONTACT DETAILS

Name: Carolyn P. Gabriel/ Ezra Grace Bayuga

E-mail: tdd@tourism.gov.ph/ dragonpascual1@gmail.com

Contact No.: 8459-5200 loc 426

Prepared by: Approved by:

CAROLYN P. GABRIEL WILSON J. TELIG
Administrative Officer V Division Chief
Training and Development Division Training and Development Division

Other Information

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 Accredited

Note: Kindly submit your quotations together with your eligibility requirements to jqperez@tourism.gov.ph on or before 10 October 2023 at 11:00 am. Late and unsigned quotations shall not be accepted.

Created by JOSE QUISORA PEREZ

Date Created 06/10/2023

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