



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10207435
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Services of a Tour Operator for the Groundbreaking Activity of Tourist Rest Area in San Remigio, Antique on 23-25 October 2023

Area of Delivery

Solicitation Number:	RFQ NP-SVP 2023-10-655	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
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	10/10/2023
Approved Budget for the Contract:	PHP 285,033.33	Last Updated / Time	10/10/2023 00:00 AM
Delivery Period:		Closing Date / Time	13/10/2023 10:00 AM
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 Groundbreaking Activity of Tourist Rest Area in San Remigio, Antique on 23 to 25 October 2023

I. TITLE: Procurement of Tour Operator Services

II. DATE: 23 to 25 October 2023

III. LOCATION: San Remigio, Antique

IV. OBJECTIVES

To attend and facilitate during the conduct of Tourist Rest Area (TRA) groundbreaking ceremony, MOA Signing and TRA Orientation for LGU in San Remigio, Antique.

V. Minimum Requirements

1. DOT-accredited service provider.
2. Must be based in Antique or Iloilo.
3. Willing to provide services on a send bill arrangement.

VI. Scope of Deliverables

A. Transportation rental of five (5) 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

23 October 2023 Monday – Iloilo International Airport - San Remigio, Antique

For thirty-five (35) persons with luggage bags

24 October 2023 Tuesday - San Remigio, Antique

For thirty-five (35) persons

25 October 2023 Wednesday - San Remigio, Antique – Iloilo International Airport

For thirty-five (35) persons with luggage bags

B. Accommodation for 3 days and 2 nights for thirty (30) persons

Check-in 23 October 2023 Monday
Check-out 25 October 2023 Wednesday

1. Fourteen (14) solo room for the DOT Officials
2. Twin-sharing rooms for sixteen (16) DOT Attendees
3. Preferably with strong WiFi access
4. Open to reduction of number of rooms in case the target number of 30 persons is not met

C. Meal requirements for thirty-five (35) persons consisting of
DOT Officials, DOT Central Office attendees, DOT Regional Office-VI and LGU San Remigio.

23 October 2023 Monday
Breakfast for thirty-five (35) persons
Lunch Meals for thirty-five (35) persons
Dinner for thirty-five (35) persons
*Snacks (AM & PM) for thirty-five (35) persons

24 October 2023 Tuesday
Breakfast for thirty-five (35) persons
Lunch Meals for thirty-five (35) persons
Dinner for thirty-five (35) persons
*Snacks (AM & PM) for thirty-five (35) persons

25 October 2023 Wednesday
Breakfast for thirty-five (35) persons
Lunch Meals for thirty-five (35) persons
Dinner for thirty-five (35) persons
*Snacks (AM & PM) for thirty-five (35) persons
* Packed meals shall include water, juice, or coffee

D. Function Room / Venue and Equipment Rental

23 October 2023 Monday
Venue and Equipment Rental for eight (8) hours

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. 2023-10-655

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 13 OCTOBER 2022 at 10:00 am. Late and unsigned quotations shall not be accepted.

Created by Norjannah P Lucman

Date Created 09/10/2023

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