



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 10473919  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Procurement of International Airline Tickets for the OUSEC – TD and OPMD participation in FITUR 2024 January 20 to 30, 2024

#### Area of Delivery

<b>Solicitation Number:</b> RFQ NP-SVP 2024-01-0009	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b> Goods	<b>Document Request List</b>	0
<b>Category:</b> Travel, Food, Lodging and Entertainment Services	<b>Date Published</b>	13/01/2024
<b>Approved Budget for the Contract:</b> PHP 280,633.56	<b>Last Updated / Time</b>	13/01/2024 00:00 AM
<b>Delivery Period:</b>	<b>Closing Date / Time</b>	16/01/2024 10:00 AM
<b>Client Agency:</b>		
<b>Contact Person:</b> Clara Cortez Buscano Administrative Assistant III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 spycb@yahoo.com		

#### Description

##### TECHNICAL SPECIFICATIONS

I. PROJECT TITLE: OUSEC – TD and OPMD participation in FITUR 2024 January 20 to 30, 2024 (inclusive of travel time)

##### II. BACKGROUND:

The Department of Tourism (DOT) is in need of the services of a DOT-accredited, Metro Manila-based tour operator or travel agent (preferably IATA member) engaged in the business of providing international air tickets in connection with the official travel of the OUSEC – TD and OPMD officers to Madrid, Spain (via Dubai) to participate in the FITUR 2024 which will be held on January 24 to 28, 2024.

##### III. OBJECTIVES:

The following are OPMD's objectives for its participation in FITUR 2024:

- To provide the Philippine private sector partners a venue to conduct business-to-business meetings, strengthen business linkages, and explore opportunities with their Spanish, European and Latin American tourism industry counterparts;
- Sustain a strong interest for Philippine products and destinations among Spanish, European and Latin American travel trade representatives;
- Support the conduct of the familiarization trip for Spanish and European travel stakeholders to maintain brand recall for the Philippines; and
- Explore marketing and branding opportunities with key influencers to generate continued awareness for the country's products and destinations among the Spanish and European consumers attending the fair;

##### IV. MINIMUM REQUIREMENTS:

- Must be DOT-accredited and based in Metro Manila;
- Must be willing to provide services on send-bill arrangement;
- Must have experience in handling DOT travel arrangements within the last two years;

##### V. SCOPE OF WORK

- Two (2) round-trip international economy-class air tickets

##### Itinerary:

Date: Route: Flight details and timings: Remarks:

Jan. 20, 2024 Manila – Dubai, UAE ETD 2355H – ETA 0435H (+1) layover in Dubai

Jan. 21, 2024 Dubai – Madrid, Spain ETD 0725H – ETA 1240H

Jan. 29, 2024 Madrid – Dubai ETD 1425H – ETD 00:25H (+1) layover in Dubai

Jan. 30, 2024 Dubai, UAE – Manila ETD 0340H – 1555H

##### Passenger Names:

- Ms. Elaine Joy R. Serrano – Passport number: S0026226A
- Mr. Stalingrad F. Samson – Passport number: S0031036A

Luggage Allowance (per passenger): 35 kgs. each

Other Requirements:

- Supplier must be DOT Accredited tour operator or travel agent
- Airline tickets must be re-bookable and refundable
- Includes international travel insurance for each passenger
- Show breakdown of quotation (taxes and charges, fuel charges and service charges)
- Amenable to send-bill arrangement/government procedure
- Financial bid/proposal shall be converted to Philippine currency

Travel Insurance: International travel insurance for up to 10 days to Europe for two (2) pax

VI. APPROVED BUDGET OF THE CONTRACT

Total Estimated Budget: Php 280,633.56  
(Two Hundred Eighty Thousand Six Hundred Thirty-Three Pesos and 56/100)

CONTACT PERSONS:

Contact Person(s): MS. CHARLENEMIE D. HAWIL / MR. STALINGRAD F. SAMSON  
Tourism Operations Officer I / Supervising Tourism Operations Officer  
Office of Product and Market Development – Market Development Division

Address: 5F DOT Building, 351 Sen. Gil Puyat Avenue, Makati City 1200  
Contact Number: (632) 8459-5200 local 504 / 09260199087  
Email Address: cdhawil@tourism.gov.ph / sfsamson@tourism.gov.ph

APPROVED BY:

PAULO BENITO S. TUGBANG  
Director, Office of Product and Market Development

**Other Information**

Other Information

Other Information

NOTE: The winning bid shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of the bid does not exceed the above total budget.

ELIGIBILITY REQUIREMENTS:

1. Current Mayor's/Business Permit/BIR Certification of Registration (Individual)
2. PHILGEPs' Registration Number or Certificate of Platinum Membership in lieu of Mayor's Permit and PhilGEPs Registration Number
3. Latest Annual Income Tax Return (For ABC's above Php500K)
4. Business Tax Return (latest, monthly or quarterly for ABC's above Php500K)
5. Original or certified true copy of duly notarized Omnibus Sworn Statement
6. DOT Accreditation Certificate (valid)

Kindly submit your quotations together with your eligibility requirements thru email on or before 16 JANUARY 2024 @ 10:00a.m. (indicating the Solicitation Number and Title of the Project) addressed to: Ms. Clara C. Buscano, email address: ccbuscano@tourism.gov.ph.

Late and unsigned quotations shall not be accepted.

NOTE: For Land Bank Payment Purposes:

Bank Name : \_\_\_\_\_  
Bank Account Number: \_\_\_\_\_  
Account Name : \_\_\_\_\_  
Other Bank has charges: \_\_\_\_\_

**Created by** Clara Cortez Buscano

**Date Created** 12/01/2024

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.