



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10480333
Procuring Entity DEPARTMENT OF TOURISM
Title Services of a Travel and Tour Operator for the Department's Hosting of Sustainable Tourism Development Forum on Exploring Innovative Tourism Marketing Strategies in collaboration with the ASEAN-Korea

Area of Delivery

Solicitation Number:	RFQ NP-SVP No. 2024-01-010	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	17/01/2024
Approved Budget for the Contract:	PHP 486,600.00	Last Updated / Time	17/01/2024 00:00 AM
Delivery Period:		Closing Date / Time	22/01/2024 09:00 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

Scope and Services

A. Meals

1. Provision of meals for the DOT Secretariat - for 7 days - 4 pax - inclusive of breakfast, lunch and dinner
2. Provision of meals for the DOT Officials and Regional Offices representatives - for 4 days - 25 pax - inclusive of breakfast, lunch and dinner
3. Provision of meals for the invited tourism stakeholders and ASEAN Korean Center Officials and Staff - for 2 days - 30 pax - inclusive of lunch and dinner

B. Ground Transportation

1. Provision of Secretariat Vehicle - 29 January 2024 - 1 unit
2. Provision of airport transfers, Secretariat Vehicle and VIP vehicle - 30 January 2024 - 4 units
3. Provision of Delegate Transfers, VIP Vehicle and Secretariat Vehicle - 31 January 2024 - 7 units
4. Provision of airport transfers, VIP vehicle and Secretariat vehicle - 1 February 2024 - 4 units

*Inclusive of fuel, driver's meals and other miscellaneous expenses

C. Technical Tour

1 February 2024 - 30 pax - Puerto Princesa Tour with the inclusion of visit in the Puerto Princesa Underground River - inclusive of snacks, lunch, guide, entrance fees, tour kits and transfers.

Approved budget for the contract and mode of payment

The approved total budget for the contract Four Hundred Eighty Six Thousand and Six Hundred Pesos Only (Php 486,600.00) inclusive of all applicable taxes, government procedure, and send bill arrangement.

IV. Requirements

Must be DOT-accredited travel and tour operator

Must have experience in handling international events such as ASEAN and APEC

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. 2024-01-010

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 taromanes@tourism.gov.ph and nplucman@tourism.gov.ph on or before 22 January 2024 at 9:00 am. Late and unsigned quotations shall not be accepted.

Created by Norjannah P Lucman

Date Created 16/01/2024

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