



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10543687
Procuring Entity DEPARTMENT OF TOURISM - REGION IV-B MIMAROPA
Title HOUSEKEEPING TRAINING
Area of Delivery Palawan

Solicitation Number: 2024-02-006	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: Services		
Approved Budget for the Contract: PHP 277,112.00	Document Request List	0
Delivery Period: 5 Day/s		
Client Agency:	Date Published	09/02/2024
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	08/02/2024 15:08 PM
	Closing Date / Time	12/02/2024 13:00 PM

Description

TERMS OF REFERENCE:

I. Host Agency : DEPARTMENT OF TOURISM – MIMAROPA
 Date : February 20 to 22, 2024
 Location : San Vicente, Palawan

II. MINIMUM REQUIREMENTS FOR SERVICE PROVIDER

- A. Must be PHILGEP REGISTERED
- B. Preferably DOT Accredited Tour Operator and/or Travel & Tour Agency
- C. Located in Metro Manila or Palawan
- D. Must be willing to provide services on a send bill arrangement

III. 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

IV. SCOPE OF WORK / DELIVERABLES

A. Transportation

- Grab Fare for Resource Speaker
February 19, 2024 – Residence to Airport
February 23, 2024 – Airport to Residence
- Airfare for DOT Staff and Resource Speaker
February 19, 2024 – Manila to Puerto Princesa City
February 23, 2024 – Puerto Princesa City to Manila
- Van Hire for DOT Staff and Speaker
February 19, 2024 – Puerto Princesa to San Vicente
February 23, 2024 – San Vicente to Puerto Princesa

B. Accommodation and Meals

- One single occupancy room for DOT Staff
- One single occupancy room for Resource Speaker
- Outside meals for DOT Staff and Resource Speaker
February 19, 2024 – Breakfast, Lunch and Dinner
February 20 to 22, 2024 – Dinner
February 23, 2024 – Lunch

C. Training Venue and Meals

- Date of Training: February 20 to 22, 2024 (8 hours/day)
- Must have available microphones, projection screen or LCD projector
 - Classroom set-up
- Number of Participants: 35 pax
Meals: AM/PM Snacks and Lunch with drinks (iced tea or soft drinks)
- Free flowing coffee
 - Water Dispenser

D. Miscellaneous

- Backdrop Tarpaulin (4ft x 6ft)
- TESDA NC II Assessment Fee (Php1,500/pax)
- Cargo Fee for Training Materials
- Training Materials (for 30 pax)
- Van Hire for Assessment Day

V. APPROVED BUDGET FOR THE CONTRACT

The total budget allocation is TWO HUNDRED SEVENTY – SEVEN THOUSAND ONE HUNDRED TWELVE PESOS (Php 277,112.00), 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).

VI. 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.

VII. PROJECT OFFICER / CONTACT PERSON

Name : MS. MA. EDNELLIZA C. BALAGTAS
Email : tisp.dot4b@gmail.com / dot4b.training@tourism.gov.ph
Contact No. : 0926 856 3214

Created by Monina Valdez Raneses

Date Created 08/02/2024

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.