



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10648556
Procuring Entity DEPARTMENT OF TOURISM
Title PROCUREMENT OF TOUR OPERATOR FOR THE CONDUCT OF WOMEN-BASED CBTO SUPPORT PROGRAM on March 19-21, 2024

Area of Delivery

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|--|---|------------------------------|---------------------|
| Solicitation Number: | RFQ-NP-SVP 2024-03-0066 | Status | Active |
| 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 | 12/03/2024 |
| Approved Budget for the Contract: | PHP 425,040.00 | Last Updated / Time | 12/03/2024 00:00 AM |
| Delivery Period: | | Closing Date / Time | 15/03/2024 09:00 AM |
| Client Agency: | | | |
| Contact Person: | MAITA SUMOGAD DANTE AA III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 msdante@tourism.gov.ph | | |

Description

TERMS OF REFERENCE
I. PROJECT DETAILS

Project Title : PROCUREMENT OF TOUR OPERATOR FOR THE CONDUCT OF WOMEN-BASED CBTO SUPPORT PROGRAM
 Date of Implementation : March 19, 2024 (1st batch)
 March 21, 2024 (2nd batch)
 Venue : Pandin Lake, San Pablo, Laguna

II. BACKGROUND/RATIONALE

In celebration of the National Women’s Month, the DOT will be conducting a Women-based CBTO Support Program. The selected beneficiaries are the women rafters of the of Pandin Lake in San Pablo, Laguna. This Community-Based Tourism Organization (CBTO) formally called the Samahan ng mga Kababaihang Mangingisda at Bangkera sa Lawa ng Pandin, started in 2007, when the wives of fishermen in Lake Pandin decided to form a group with just a single raft to cater to tourists visiting the area. This subsequently boosted tourism in San Pablo, Laguna, ultimately changing the lives of many rafters and the community for the better.

Furthermore, a short program will be arranged by the Women Rafters of Pandin to share their stories, accomplishments, and the attributions of CBTO in their lives to the DOT employees.

The participants in this program are the DOT Officials and Employees. Further, it has the following objectives:

- Give recognition to the empowered women rafters of Pandin Lake, San Pablo, Laguna who are key players in the

tourism industry; and

- Increase the awareness of DOT employees on the Department's efforts to support and empower women in the tourism industry. Thereby, fostering a sense of pride among DOT employees.

III. MINIMUM REQUIREMENTS

- Must be PhilGEPS registered;
- Must be a DOT-Accredited Tour Operator;
- With at least three (3) years of experience in providing tour operator service to government agencies and private sectors; and
- Must be willing to provide services on a send-bill arrangement.

IV. NUMBER OF TARGET PARTICIPANTS

One hundred sixty (160) participants including the facilitators/coordinators in two (2) batches (eighty (80) participants per batch).

V. SCOPE OF WORK/DELIVERABLES

The Human Resource Division is looking for a service provider who can provide a day tour in the Pandin Lake, San Pablo Laguna with the following inclusions:

A. Land Transportation requirements

- Provision of four (4) fully air-conditioned buses from DOT to Pandin Lake and vice versa (2 buses per tour)
- Must have PA System with Microphone and monitor with USB port
- With professional, experienced, well-trained and courteous drivers in company uniform covered with insurance;
- Inclusive of driver and coordinator's fees, meals, accommodation, fuel expenses, toll fees, parking fees, and other fees;
- Winning bidder will be provided with the schedule of arrival and departure of organizers and participants; and
- Must be able to secure necessary permits from LGU, if applicable.

19 March 2024

Two (2) air-conditioned buses for eighty (80) persons with ample space for luggage

- 6:00 A.M. – DOT Makati to Pandin Lake, San Pablo Laguna
- 4:00 P.M. – Pandin Lake, San Pablo Laguna to DOT Makati

21 March 2024

Two (2) air-conditioned buses for eighty (80) persons with ample space for luggage

- 6:00 A.M. – DOT Makati to Pandin Lake, San Pablo Laguna
- 4:00 P.M. – Pandin Lake, San Pablo Laguna to DOT Makati

*Must be flexible to adjust the date of tour. Any changes in the date will be communicated at least 2 days before the original schedule.

B. Meal Requirements

19 March 2024

- 80 pax Breakfast
- 80 pax AM Snacks
- 80 pax Lunch
- 80 pax PM Snacks

21 March 2024

- 80 pax Breakfast
- 80 pax AM Snacks
- 80 pax Lunch
- 80 pax PM Snacks

*Must be flexible with food options (i.e. Halal food)

C. Provision of Basic sound system

- At least 2 microphones
- Speakers/Amplifiers enough to accommodate the area

D. Pandin Lake Entrance Fee for 160 participants

E. Balsa ride with activities

VI. APPROVED BUDGET FOR THE CONTRACT

Four Hundred Twenty-Five Thousand Forty Pesos (Php425,040.00) inclusive of applicable taxes.

VII. TERMS OF PAYMENT

Procedure – Send Bill Arrangement

VIII. CONTACT DETAILS

Name: Zenina Rechille C. Parinas
E-mail: zcparinas@tourism.gov.ph
Contact No.: 459-5200 loc 408

Name: John Phire P. Villamin
E-mail: jpvillamin@tourism.gov.ph
Contact No.: 459-5200 loc 408

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 Accreditation Certificate

Note: Kindly submit your quotations together with your eligibility requirements to msdante@tourism.gov.ph on or before 15 March 2024 at 9:00 am. Late and unsigned quotations shall not be accepted.

Created by MAITA SUMOGAD DANTE

Date Created 11/03/2024

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