



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10727575
Procuring Entity DEPARTMENT OF TOURISM
Title PROCUREMENT OF SERVICES of a DOT-accredited Hotel/Establishment (within Makati) for the Conduct of Sustainable Development Training for Tourism

Area of Delivery

Solicitation Number: RFQ NP SVP 2024-04-0099	Status	Pending
Trade Agreement: Implementing Rules and Regulations		
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	2
Classification: Goods - General Support Services	Bid Supplements	0
Category: Hotel and Lodging and Meeting Facilities		
Approved Budget for the Contract: PHP 338,140.00	Document Request List	0
Delivery Period: 10 Day/s		
Client Agency:	Date Published	05/04/2024
Contact Person: TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat Avenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425 taromanes@tourism.gov.ph	Last Updated / Time	04/04/2024 16:13 PM
	Closing Date / Time	08/04/2024 14:00 PM

Description

TECHNICAL SPECIFICATION
Accommodation with Breakfast
Sustainable Development Training for Tourism
Part 1: 16-19 April 2024
Part 2: 18-23 May 2024
Makati City

I. BACKGROUND

With the significant growth and contribution of the tourism industry in the Philippines, the Department of Tourism was mandated to effectively and efficiently administer tourism development and promotion through the implementation of different plans, policies, programs, and projects to ensure that the tourism industry will continue to be an engine for investment generation, foreign exchange, and employment. This is in collaboration with various national government agencies, local government units, and private stakeholders.

Roger's Diffusion of Innovation Theory states that ideas and products are diffused over time and are adopted as standards. The key, however, is that it must be made known and seen as something new or innovative. The same is true in sustaining tourism development in the country. If tourism policymakers, planners, and managers are given

information and successful development models, it would be easier for them to adopt or improve existing development frameworks suitable for their situation, especially in planning and implementing their tourism programs, projects, and activities sustainably.

It is for this reason that the DOT should establish a partnership with a reputable academic institution in conducting Sustainable Development Training to contribute to the advancement of the tourism industry anchored on the principles and practices of sustainability. It is deemed appropriate that the full utilization of research studies from policy-making up until its implementation will pave the way to achieving the above-mentioned vision.

The SDT is a capacity-building program for key tourism managers at the national and local levels on integrating the principles and practices of sustainability into tourism policymaking, planning, management, and product development. It will also serve as a platform to ensure that the National Tourism Development Plan (NTDP) 2023 – 2028 is integrated into the programs, activities, and projects of government units in local destinations. It will also anchor programs, activities, and projects on the United Nations (UN) Sustainable Development Goals (SDGs) through tourism, Association of Southeast Asian Nations (ASEAN) Framework on Sustainable Tourism, and the United Nations World Tourism Organization (UN Tourism) Environmental, Social and Governance (ESG) Framework for Tourism and Statistical Framework for Measuring the Sustainability of Tourism (SF-MST).

The SDT will follow a two-pronged track:

- Part 1: A 1-month self-paced online program with a 2-day onsite, in-person session to be scheduled on 17-18 April 2024 at the AIM. This is designed specifically for the Association of Tourism Officers of the Philippines (ATOP), DOT Regional Offices, and Central Office representatives. To jumpstart the program and ensure the onboarding of our local government units, the program will be piloted with ATOP officers as part of partnership. The main output of SDT Part 1 will be the program, activity, and project proposals from each participant supporting the NTDP goals.
- Part 2: A 4-day onsite, in-person program to be conducted on 19-22 May 2024 at the AIM. This is designed specifically for DOT Executives and Management Committee, Regional Directors, and Central Office representatives. The main output of Part 1 will be the subject of study for the participants of SDT Part 2, making the project proposals more integrated, feasible, and aligned with sustainable development.

II. OBJECTIVES

The program generally aims to build and develop the organizational and institutional capacities of the tourism officers and key tourism executives in tourism development planning and policy-making through sustainability efforts. At the end of the training program, the participants should be able to:

- To understand and acquire the language and principles of sustainability;
- To develop a sustainability project for their units;
- To present an implementation plan for their proposed sustainability project.

III. MINIMUM REQUIREMENTS:

- Must be a DOT-Accredited accommodation establishment/hotel;
- Must be located within Makati City;
- Must be located at least within the vicinity (walking distance) of the training venue at the Asian Institute of Management (AIM) Campus, Makati City;
- Must be willing to provide services on a send-bill arrangement/government procedure;
- Must be open to changes in the itinerary or other arrangements/requests; and
- Must be registered with the Philippine Government Electronic Procurement System (PHILGEPS).

IV. SCOPE OF DELIVERABLES

Accommodation – PhP 338,140.00

All rooms must be inclusive of breakfast, complimentary Wi-fi access as well as in public areas, and drinking water/coffee/tea, as follows:

For SDT Part 1:

- For 45 pax including the Secretariat and Participants from various regions
- Room Quantity: 15 triple sharing rooms
- Number of nights: Three (3) nights
- Check-in: 16 April 2024
- Check-out: 19 April 2024

For SDT Part 2:

- For 22 pax including the Secretariat and Participants from various regions
- Room Quantity: 11 twin sharing rooms
- Number of nights: Five (5) nights
- Check-in: 18 May 2024
- Check-out: 23 May 2024

Note: Payment will be based on the actual rooms used.

V. APPROVED BUDGET FOR THE CONTRACT (ABC)

Three Hundred Thirty-Eight Thousand One Hundred Forty Pesos (PhP 338,140.00) inclusive of applicable taxes and fees.

VI. LEGAL DOCUMENTS

1. Copy of Mayor's/Business Permit;
2. Income Tax Returns or Business Tax Returns; and
3. PhilGEPS Registration.

VII. TERMS OF PAYMENT

Payment will be on send-bill arrangement.

VIII. PROJECT OFFICER/CONTACT PERSON

Prepared by:

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Approved by:

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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.

REQUIRED VALID DOCUMENTS TO BE SUBMITTED:

1. Current Mayor's/business Permit/BIR cert. of Registration (Individual)
2. PhilGEPS' Registration Number or Cert. 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. Duly notarized Omnibus Sworn Statement.
5. Must be DOT-accredited tour operator.

Created by TERESITA A. ROMANES

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