



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11096924
Procuring Entity DEPARTMENT OF TOURISM
Title Tour Operator or Groundling Services for the Familiarization Tour for the Key Health To Players from Australia and Guam to Metro Manila, Tagaytay and Batangas

Area of Delivery

Solicitation Number: 2024-07-0258	Status	Active
Trade Agreement: Implementing Rules and Regulations	Associated Components	
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	
Classification: Goods	Document Request List	
Category: Travel, Food, Lodging and Entertainment Services	Date Published	30/07/2024 00:00
Approved Budget for the Contract: PHP 691,900.00	Last Updated / Time	30/07/2024 00:00
Delivery Period:	Closing Date / Time	02/08/2024 09:00
Client Agency:		
Contact Person: Clara Cortez Buscano Administrative Assistant III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 spyccb@yahoo.com		

Description

IMPLEMENTATION
DATE : AUGUST 3 TO 9, 2024 (INCLUSIVE OF TRAVEL TIME)

MINIMUM REQUIREMENTS FOR SUPPLIERS/BIDDERS

a) Must be a DOT-accredited tour operator

- b) Must have expertise in handling medical tourists and preferably have participated in DOT initiatives/projects
- c) Must be willing to provide services on send-bill arrangement
- d) Must provide tour coordinator to monitor guests and assist in the implementation of the familiarization tour
- e) Must submit their quotation with cost breakdown to differentiate the amount of service fee and the amount earmarked for the payment to the third parties or other proprietors. Otherwise tax withheld will be credited from total contract price.

SCOPE OF WORK AND DELIVERABLES

1. ACCOMMODATION (inclusive of breakfast)

Dates: August 3-6, 2024

Must be a DOT-accredited hotel in Makati/Pasig/Taguig (or within Metro Manila) area for the following requirements:

- Single occupancy for two pax (Perth delegates)

Dates: August 4-6, 2024

Must be a DOT-accredited hotel in Makati/Pasig/Taguig (or within Metro Manila) area for the following requirements:

- Single occupancy for 13 pax (estimate of 13 pax from Guam, Melbourne, Brisbane, Sydney)

Note: Three/Four-star hotel or similar category and health tourism facility (consider presence of Muslim participants with regard to facilities and breakfast)

Dates: August 7-8, 2024

Must be a DOT-accredited hotel in Tagaytay area for the following requirements:

- Single occupancy for 15 pax (estimate no.) from Guam, Melbourne, Brisbane, Sydney, Perth and PAL)
- 3 single occupancy room (government rate)
- 1 double occupancy rooms (government rate)

2. MEALS

August 7, 2024: Dinner for 20 pax in Tagaytay; note the presence of different rate offered for the delegates and DOT facilitators;

August 9, 2024: Lunch for 20 pax in Intramuros, Manila; note the presence of different rate offered for the delegates and DOT facilitators);

3. TREATMENTS

August 7, 2024: Treatment worth PhP5,000.00/pax (15pax) in wellness facility in Batangas

August 8, 2024: Treatment worth PhP6,000.00/pax (15pax) in wellness facility in Tagaytay

4. TRANSPORTATION (inclusive of parking fees)

- Inclusive of professional driver fees, driver's accommodation, if necessary, meals, expressway toll fees, and applicable environmental fees;
- Unutilized vehicles, if any, must not be charged to the DOT and be excluded from the final billing.

Date: August 3, 2024 (for the Perth Delegates, and DOT facilitator as necessary)

No. of Units: One Unit of Vehicle (One Van)

Capacity and Time: Van 6-9 seats /5-6 hours

Destination: Airport (arrival) to hotel/accommodation

Date: August 9, 2024 (NCR)

No. of Units: Four (4) Units of Vehicle (Van)

Capacity: Coaster 6-9 seats / 5 hours per van

Destinations: From hotel to airport, but not limited to and vice versa

Date: August 4-6, 9, 2024 (NCR)

No. of Units: One (1) Unit of Vehicle (Coaster/Minibus)

Capacity: Coaster 18-22 seats / 10-12 hours

Destinations: From hotel to multiple cities/destinations within NCR such as, but not limited to Makati, Taguig, P and vise versa

Date: August 7, 2024 (Batangas)

No. of Units: One (1) Unit of Vehicle (Coaster/Minibus)

Capacity: Coaster 18-22 seats / 12-14 hours

Destinations: From hotel to wellness facilities in Batangas

Date: August 8, 2024 (Tagaytay/Batangas)

No. of Units: One (1) Unit of Vehicle (Coaster/Minibus)

Capacity: Coaster 18-22 seats / 10-12 hours

Destinations: From hotel to wellness facilities in Tagaytay and Batangas

5. TOURS (DESTINATIONS AND FACILITIES TO BE VISITED/VIEWED WITH PHOTO DOCUMENTATION AND NARRATIVES)

August 5-6, 2024: destinations (such as hospitals, wellness, dental, aesthetics facilities) within Metro Manila; 2

August 7-8, 2024: destinations (such as wellness facilities) located in Batangas and Tagaytay; 20 pax

August 9, 2024: destinations located at Intramuros/Manila/Pasay (within Metro Manila); Hop-on-Hop-off Tour Package); 20 pax

6. SUPPLIES AND MATERIALS – 15 kits/packages

Minimum composition per kit: 1- tote bag; 1 pack of face mask; alcohol, wet wipes, pocket tissue, briefer flyer, t-shirt

Format might be distorted. Please refer to the attached Technical Specifications for the complete details.

Other Information

The Quotation must be addressed to:

PROCUREMENT MANAGEMENT DIVISION

Department of Tourism

Makati City

with details, such as:

Name of the Bidder:

Address of the Bidder:

Title of (this) Project:

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In addition to the Financial Bid/Quotation, the following MUST be submitted on or before the deadline:

1. Mayor's Permit

In case of recently expired Mayor's Permit/Business Permit, it shall be accepted together with the Official receipt as proof that the bidder has applied for renewal within period prescribed by the LGU.

2. PhilGEPS registration number

3. Latest Income/Business Tax Returns (for ABC above PhP500,000.00)

4. Original (signed and notarized) OSS or Omnibus Sworn Statement

5. DOT Accreditation

Kindly submit your quotation and eligibility requirements to NPLUCMAN@TOURISM.GOV.PH on or before 02 Aug 2024, 9:00 a.m.

Late and Unsigned quotations shall not be accepted.

Created by Clara Cortez Buscano

Date Created 29/07/2024

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