



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 11115376  
**Procuring Entity** DEPARTMENT OF TOURISM - REGION IV-B MIMAROPA  
**Title** MEET KOREA: AN INTRODUCTION TO KOREAN CULTURE AND LANGUAGE  
**Area of Delivery** Metro Manila, Palawan

<b>Solicitation Number:</b> 2024-08-049 <b>Trade Agreement:</b> Implementing Rules and Regulations <b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9) <b>Classification:</b> Goods - General Support Services <b>Category:</b> Travel, Food, Lodging and Entertainment Services <b>Approved Budget for the Contract:</b> PHP 171,825.00 <b>Delivery Period:</b> 7 Day/s <b>Client Agency:</b> <hr/> <b>Contact Person:</b> 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	<b>Status</b>	<b>Pending</b>
	<b>Associated Components</b>	1
	<b>Bid Supplements</b>	0
	<b>Document Request List</b>	0
	<b>Date Published</b>	03/08/2024
	<b>Last Updated / Time</b>	02/08/2024 17:57 PM
	<b>Closing Date / Time</b>	06/08/2024 14:00 PM

#### Description

##### TECHNICAL SPECIFICATIONS

##### I. PROJECT TITLE

MEET KOREA: AN INTRODUCTION TO KOREAN CULTURE AND LANGUAGE

Host Agency : DEPARTMENT OF TOURISM – MIMAROPA

Date : August 11 to 17, 2024

Location : El Nido, Palawan

##### II. PROJECT RATIONALE AND OBJECTIVES

The program aims to meet the learner’s requirements for language acquisition and to provide tourism professionals with the essential Korean language abilities to perform effectively in their line of work.

##### III. MINIMUM REQUIREMENTS FOR SERVICE PROVIDER

- A. Must be PHILGEPS REGISTERED
- B. Preferably DOT Accredited Tour Operator and/or Travel & Tour Agency
- C. Located in Metro Manila and/or El Nido, Palawan
- D. Must be willing to provide services on a send bill arrangement
- E. Must comply with the detailed services specified in Item V of the TOR

##### IV. 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

## V. SCOPE OF WORK / DELIVERABLES

### A. Transportation

- Grab Fare for Resource Speaker  
August 11, 2024 – Sta. Mesa, Manila to Airport  
August 17, 2024 – Airport to Sta. Mesa, Manila

- Airfare  
Mr. David John Apigo / DOB:  
August 11, 2024 – Manila to El Nido (morning flight)  
August 17, 2024 – El Nido to Manila (morning flight)

Ms. Ma. Ednelliza Balagtas / DOB: October 2, 1998  
August 17, 2024 – El Nido to Manila (morning flight)

- Van Transfer  
August 11, 2024 – El Nido Airport to Accommodation  
August 17, 2024 – Accommodation to El Nido, Airport

### B. Accommodation with Breakfast (must be DOT Accredited)

Guests: 1 Resource Speaker and 1 DOT Facilitator

Check-in: August 11, 2024

Check-out: August 17, 2024

Two (2) Single Occupancy Room

### C. Function Venue

- Date of Training: August 12 to 16, 2024 (8 hours/day)
- Number of Participants: 40 pax
- Must have available stage/podium, laptop, microphones / PA system, projection screen and LCD projector

### D. Outside Meals

Resource Speaker

August 11, 2024 – Breakfast, Lunch and Dinner

August 12 to 16, 2024 – Dinner

August 17, 2024 – Lunch and Dinner

DOT Facilitator

August 11, 2024 – Lunch and Dinner

August 12 to 16, 2024 – Dinner

August 17, 2024 – Lunch and Dinner

### E. Miscellaneous

- Backdrop Tarpaulin (4ft x 6ft)
- Board Vellum Paper (200 packs)

## VI. APPROVED BUDGET FOR THE CONTRACT

The total budget allocation is ONE HUNDRED SEVENTY – ONE THOUSAND EIGHT HUNDRED TWENTY – FIVE PESOS (Php 171,825.00), 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).

## VII. 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.

## VIII. 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** 02/08/2024

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.