



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 10958758  
**Procuring Entity** DEPARTMENT OF TOURISM - NCR  
**Title** AIR & GROUND HANDLING SERVICES for the DOT-NCR' PARTICIPATION TO THE 1st UN TOURISM GASTRONOMY TOURISM FORUM  
**Area of Delivery** Cebu

<b>Solicitation Number:</b>	NCR-2024-06-031	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	1
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services		
<b>Approved Budget for the Contract:</b>	PHP 76,308.00	<b>Document Request List</b>	0
<b>Delivery Period:</b>	5 Day/s		
<b>Client Agency:</b>		<b>Date Published</b>	16/06/2024
<b>Contact Person:</b>	Lawrence Jacosalem Alcantara Supply Officer 7840 Makati Avenue, Brgy. Poblacion Makati City Metro Manila Philippines 63-8-4595200 Ext.212 63-8-5533530 dotncr.bac@tourism.gov.ph	<b>Last Updated / Time</b>	15/06/2024 13:02 PM
		<b>Closing Date / Time</b>	19/06/2024 08:00 AM

#### Description

##### I. BRIEF BACKGROUND:

The Philippines was announced as the host country to conduct the 36th Joint Commission Meeting for East Asia and the Pacific and the Commission for South East Asia. Alongside the hosting, the country will also be leading the 1st UN Tourism Regional Forum on Gastronomy Tourism for Asia Pacific, which is scheduled on June 26 to 28, 2024 and will take place at Mactan, Lapu-Lapu City in the Province of Cebu.

##### II. OBJECTIVES:

The activity is seen to achieve the following objectives:

- To promote gastronomic treasures of Metro Manila to local and international delegates of the UN Tourism Forum;
- Support the preservation of the country's cultural, heritage and artistic resources and assets;
- To familiarize the region's tourism stakeholders with our regional products.

##### III. SCOPE OF WORK / SPECIFICATIONS :

Date of Engagement :

Implementation Date : June 25-29, 2024

Area : Cebu City

##### A. AIR TRAVEL FOR DOT-NCR STAFF

Air travel for the following dates and details:

Date Cost per way Baggage Allowance Total

June 25, 2024 MNL – CEB

Php 6,111/way + 40% surcharge (2,444.0) x 3 pax (8,555.40) 7 kgs hand carry and 20 kgs check-in luggage allowance

Php 25,666.20

June 29, 2024 CEB – MNL

Php 6,629/way + 40% surcharge (2,651.60) x 3 pax (9,280.60) 7 kgs hand carry and 20 kgs check-in luggage allowance Php 27,841.80

Prepaid check-in baggage for Regional Staff (30kgs on top of 20kg free baggage allowance) 1,200/way x 2-way x 2 pax Additional 30kg check-in Php 4,800.00

#### B. Transportation

Van Hire for 10 Hours – Tri-City: Mandaue City, Lapu-Lapu City, Cebu City and Mactan-Cebu Int'l Airport

- June 25, 26, and 29, 2024

- 10 hours use of van per day for 3 days

- 1 unit of air-conditioned van

- Inclusive of: Driver, Driver's Meals, Fuel, Parking, Toll Fees, Driver's Fee

- Driver must be fully vaccinated

- 6,000.00/day x 3 days = 18,000.00

Air Transport 58,308.00

Van Hire 18,000.00

Total ₱ 76,308.00

Minimum requirements of Tour Operator:

A. Must allow flexible rebooking dates for accommodation with minimal fees, if applicable;

B. Third party airline must be weighing baggage by its total luggage allowance and not by piece;

C. Provision of first aid medical kit for the group;

D. Willing to provide services on send-bill arrangement.

Documentary Requirements to be Submitted:

• Valid Mayor's Business Permit

• PHILGEPS Membership

• DOT Accreditation Certificate

• Duly Notarized Omnibus Sworn Statement

Approved Budget for the Contract (ABC):

Php 76,308.00

Pesos : Seventy Six Thousand Three Hundred Eight Only

\* inclusive of all applicable taxes, EVAT/VAT/government taxes/service charge/and other applicable taxes and charges net upon completion of the project and delivery of all requirements as agreed upon.

Government procedure and subject to appropriate government taxes

Contact Persons:

MS. COLLINS KARLA E TELMO - cetelmo@tourism.gov.ph

MS. JENNY ANNE PAUL D. GATUS - jdgatus@tourism.gov.ph

#### Other Information

Please quote your lowest price for the above requirements and submit your quotation along with documentary requirements VIA PERSONAL SERVICE AND/ OR COURIER in three (3) original sets IN A SEALED ENVELOPE to this office address:

DOT NCR BAC SECRETARIAT

Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat

2nd Floor, DOT Building, 351 Sen. Gil Puyat Avenue, Makati City

Note: Deadline of submission is on June 19, 2024 at 8:00am

**Created by** Lawrence Jacosalem Alcantara

**Date Created** 15/06/2024

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