



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11298461
Procuring Entity DEPARTMENT OF TOURISM - NCR
Title AIR, GROUND HANDLING SERVICES FOR THE CONDUCT OF DOT-NCR's PARTICIPATION TO 25th ASSOCIATION OF TOURISM OFFICERS OF THE PHILIPPINES (ATOP) NATIONAL CONVENTION CUM SILVER ANNIVERSARY CELEBRATION AND AT
Area of Delivery Metro Manila

Solicitation Number:	NCR-2024-09-046	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods	Bid Supplements	0
Category:	Travel, Food, Lodging and Entertainment Services		
Approved Budget for the Contract:	PHP 120,169.50	Document Request List	0
Delivery Period:	5 Day/s		
Client Agency:		Date Published	28/09/2024
Contact Person:	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	Last Updated / Time	27/09/2024 11:51 AM
		Closing Date / Time	03/10/2024 08:00 AM

Description

I. BRIEF BACKGROUND:

The Association of Tourism Officers of the Philippines, Inc. (ATOP) will hold its annual National Convention which is considered to be a highly anticipated and prestigious event in the field of tourism industry and is participated by tourism officers, professionals, and stakeholders from various country. The convention is geared for the participants to cultivate collaboration, exchange of ideas and best practices, as well as create meaningful contributions to the overall development of the Philippines tourism industry.

II. OBJECTIVES:

1. To extend support to the Association of Tourism Officers of the Philippines, especially the participating tourism officers (delegates) of the National Capital Region;
2. To show support to the Cities of Manila, Quezon City, Las Piñas, Parañaque, and San Juan as they vie for the ATOP Pearl Awards;
3. To gather insights and support for the upcoming implementation of DOT-NCR's Transit Tours and other digitalization initiatives to ensure that these programs are aligned with the needs of the LGUs and foster collaboration for effective implementation; and
4. To network and develop alliances and tourism partnerships with different regions/provinces or cities relative to positioning Metro Manila as one of the key destinations in the Philippines

SCOPE OF WORK / SPECIFICATIONS

Date of Engagement:

Implementation Date : October 09 to 12, 2024

Area : Koronadal City, South Cotabato

A. Roundtrip Airfare

Route Flight Details Amount

Manila to General Santos City MNL to GES

October 09, 2024

ETD: 13:30H / ETA: 15:30H Php18,633.90 per pax x 5 pax

= Php90,919.50

General Santos City to Manila GES to MNL

October 12, 2024

ETD: 17:10H / ETA: 19:15H

Inclusions

- 1 piece checked-in baggage per pax (20 kgs per piece)
- 1-piece hand carry baggage per pax (7 kgs)
- Ticket is re-bookable, re-routable, and refundable
- Rebooking fee must be included in the total airfare
- With pre-select seats

Name of Passengers Birthdate

1. SHARLENE ZABALA-BATIN

**window and row exit seat March 28, 1976

2. IVANNOVICH T. AGOTE

3. GREGORIO G. LIMPIN IV

4. OLIVIA NICOLE C. MANITI September 16, 1996

5. ADRIAN D. MORENO

B. Hotel Accommodation

Hotel Accommodation Inclusions Amount

For DOT-NCR Staff • Standard Hotel

- Air conditioned
- With internet connection
- Hotel must be DOT Accredited
- Hotel must be within 5 kilometers from the venue – The Farm at Carpenter Hill Php750 per pax x night x 5 pax x 3 nights

Check in: October 09, 2024

Check out: October 12, 2024

= Php11,250.00

C. Meals

Meal Breakdown Amount

For DOT-NCR Staff Php450/pax x 5 Pax

x 4 days Php9,000.00

D. Van Hire

Van Hire Breakdown Amount

For DOT-NCR Staff Php4,500 per way x 2 way

October 09, 2024

GES Airport to Koronadal City

October 12, 2024

Koronadal City to GES Airport Php9,000.00

II. Minimum Requirements of Tour Operator:

- Must allow flexible rebooking dates for airfare accommodation with minimal fees, if applicable;
- Provision of first aid medical kit for the group; and
- Willing to provide services on send-bill arrangement.

LEGAL/TECHNICAL/DOCUMENTARY REQUIREMENTS

1. PHILGEP's Registration;
2. Must submit current Mayor's Permit;
3. Omnibus Sworn Statement
4. DOT Accreditation Certificate

APPROVED BUDGET FOR THE CONTRACT (ABC)

(₱120,169.50)

PESOS : One Hundred Twenty Thousand One Hundred Sixty-Nine and 50/100 Pesos 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:

OLIVIA NICOLE C. MANITI - dotncr2@tourism.gov.ph

ADRIAN D. MORENO - admoreno@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

7840 Raya Regenerative Bldg., Makati Avenue, Makati City

Note: Deadline of submission is on October 03, 2024 at 8:00am

Created by Lawrence Jacosalem Alcantara

Date Created 27/09/2024

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