



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 11343480  
**Procuring Entity** DEPARTMENT OF TOURISM - REGION IV-B MIMAROPA  
**Title** FUN FARMS TRAINING  
**Area of Delivery** Palawan

|   |                              |                     |
|---|------------------------------|---------------------|
| <b>Solicitation Number:</b> 2024-10-057   | <b>Status</b>                | <b>Pending</b>      |
| <b>Trade Agreement:</b> Implementing Rules and Regulations  | <b>Associated Components</b> | 1                   |
| <b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)   | <b>Bid Supplements</b>       | 0                   |
| <b>Classification:</b> Goods - General Support Services   | <b>Document Request List</b> | 0                   |
| <b>Category:</b> Travel, Food, Lodging and Entertainment Services   | <b>Date Published</b>        | 10/10/2024          |
| <b>Approved Budget for the Contract:</b> PHP 184,632.00   | <b>Last Updated / Time</b>   | 09/10/2024 17:22 PM |
| <b>Delivery Period:</b> 5 Day/s   | <b>Closing Date / Time</b>   | 14/10/2024 14:00 PM |
| <b>Client Agency:</b>   |                              |                     |
| <b>Contact Person:</b> Monina Valdez Raneses<br>Senior Tourism Operations Officer<br>351 Sen. Gil Puyat Avenue<br>Makati City<br>Metro Manila<br>Philippines 1200<br>63-459-5200 Ext.210<br>63-890-0945<br>dot4b.bacsecretariat@gmail.com |                              |                     |

#### Description

##### TERMS OF REFERENCE

##### I. PROJECT TITLE

FUN FARMS TRAINING

Host Agency : DEPARTMENT OF TOURISM – MIMAROPA

Date : October 21-25, 2024

Location : Brooke's Point, Palawan

##### II. PROJECT RATIONALE AND OBJECTIVES

The program aims to recognize the potentials and growing interest of farm owners to cater to tourists, this seminar supports and enhances the manpower and service standard needs of agritourism sites/farm enterprises and communities in the country. It also aims to provide training for farm stakeholders on product development, effective customer service and basic tour guiding for cascading to their staff.

##### 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 Puerto Princesa City
- 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

- Airfare

Passenger:

Ms. Ma. Ednelliza Balagtas / DOB: October 2, 1998

October 21 – Manila to Puerto Princesa

October 25 – Puerto Princesa to Manila

- Van Transfer

October 21 – Puerto Princesa to Brooke's Point

October 23 – Puerto Princesa to Brooke's Point

October 24 – Brooke's Point to Puerto Princesa

October 25 – Brooke's Point to Puerto Princesa

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

- One Single Room for DOT Facilitator

October 21-25, 2024 (4 Nights)

- One Single Room for Speaker (Fun Farms)

October 21-24, 2024 (3 Nights)

- One Single Room for Speaker (Tour Guiding)

October 23-25, 2024 (2 Nights)

#### C. Training Meals

Date of Training: October 22-24, 2024

Number of Participants: 35 pax

Meals: AM/PM Snacks and Assisted Buffet Lunch

- Free flowing coffee

- Water Dispenser

#### D. Outside Meals

- DOT Facilitator

October 21 – Breakfast, Lunch and Dinner

October 22-24 – Dinner

October 25 – Lunch

- Speaker – Fun Farms

October 21 – Breakfast, Lunch and Dinner

October 22-23 – Dinner

October 24 – Lunch

- Speaker – Tour Guiding

October 23 – Breakfast, Lunch and Dinner

October 24 – Dinner

October 25 – Lunch

#### E. Miscellaneous

- Backdrop Tarpaulin (4ft x 6ft)

- Board Vellum Paper

#### VI. APPROVED BUDGET FOR THE CONTRACT

The total budget allocation is ONE HUNDRED EIGHTY – FOUR THOUSAND SIX HUNDRED THIRTY – TWO PESOS (Php 184,632.00), 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** 09/10/2024

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