



# PhilGEPS

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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 5756839  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** YEAR END ASSESSMENT OF DOT PLANS AND PROGRAMS 11-15 November 2018  
**Area of Delivery**

<b>Solicitation Number:</b>	2018-10-0332	<b>Status</b>	Active
<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	<b>Document Request List</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services	<b>Date Published</b>	27/10/2018
<b>Approved Budget for the Contract:</b>	PHP 862,200.00	<b>Last Updated / Time</b>	27/10/2018 00:00 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	30/10/2018 14:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat Avenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425  t_romanesh@yahoo.com.ph		

#### Description

##### TERMS OF REFERENCE

Year End Assessment of DOT Plans and Programs

11 November — 15 November 2018

Planning Service

Department of Tourism

1. The Year End Assessment of DOT Plans and Programs is an activity to be organized by the Planning Service to align the plans and programs as well as budgets of all operating units with the overall thrust of the Administration and the realization of the NTDP. Specifically, this workshop aims to address the following objectives:

To assess the performance of various operating units during the 1st nine months of FY 2018;

To review the various PAPs of operating units to ensure that resources are efficiently allocated;

To identify catch-up plans for the Operating Units, if necessary, in order to achieve targets as stipulated in the General Appropriations Act, and NTDP; and

To inform the Panelists of the PAPs of the Delivery Units for FY 2019 including Gender and Development PAPs, as well as its Tier 2 proposal for FY 2020.

2. Requirement: DOT-Accredited Hotel

5 days / 4 nights accommodation

29 Twin-sharing Room

With breakfast

Complimentary Wi-Fi

Check-in: 11 November 2018

Check-out: 15 November 2018

Php 7,200/room/night x 29 rooms x 4 nights = Php 835,200.00

Transfer from hotel to DOT

Three (3) Vans/ Day

Inclusive dates: 12-14 November 2018

Php 3,000/van x 3 vans x 3 days = Php 27,000.00

Inclusions:

The DOT may cancel rooms should the required number of participant is not met provided that the project officer must notify the winning accommodation 2 days prior to check-in

Pickup from hotel to DOT Building. Schedule will be determined by project officer/ end-user  
Open for tour operator  
In the case of tour operator, their proposed hotel must be DOT-accredited  
Inclusive Dates: 11-15 November 2018  
3. Budget: Php 862,200.00  
4. Location: Within Makati Central Business District  
5. Terms of Payment: Government Procedure I Send Bill Arrangement  
6. Contact Person:  
BRYAN DU  
459-5200 local 620 I +639179735476  
dot.monitoringdivision(&,gmail.com)

**Other Information**

NOTE : The winning bid shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of the bid does not exceed the above total budget.

**REQUIRED VALID DOCUMENTS TO BE SUBMITTED:**

1. Current Mayor's/Business Permit/BIR Cert of Registration (Individual)
2. PHILGEPs' Registration Number or Cert. of Platinum Membership in lieu of Mayor's Permit and Philgeps registration Number
3. Latest annual Income Tax Return (For ABC's above Php500K)
4. Business Tax Return (latest, monthly or quarterly for ABC's above Php500K)
5. Original or certified true copy of duly notarized Omnibus Sworn Statement
6. DOT Accreditation certificate (valid)

Kindly submit your quotation for the above requirement in a sealed envelope (indicating the Solicitation number) addressed to  
Ms. Teresita A. Romanes at the Department of Tourism  
#351 Sen. Gil Puyat Avenue, Makati City  
Telephone Nos. 459-5200/30 loc. 425

NOTE : For Land Bank Payment Purposes:

Bank's Name \_\_\_\_\_

Bank's Account Number \_\_\_\_\_

**Created by** TERESITA A. ROMANES

**Date Created** 26/10/2018

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