



# PhilGEPS

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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 4948278  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** 5th Anilao Underwater Shootout Post-Familiarization Tour  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	2017-11-0366	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<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>	11-Nov-2017
<b>Approved Budget for the Contract:</b>	PHP 620,000.00	<b>Last Updated / Time</b>	11-Nov-2017 00:00 AM
<b>Delivery Period:</b>	8 Day/s	<b>Closing Date / Time</b>	17-Nov-2017 10:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	FELICISIMO EVANGELISTA MAXIMO Admin. Officer III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-8900189 63-02-8900189 peles.maximo@yahoo.com		

#### Description

##### TERMS OF REFERENCE

I. BIDDER : TOUR OPERATOR / GROUND HANDLER

II. PROJECT: Fifth (5th) Anilao Underwater Shootout Post-Familiarization Tour

##### III PURPOSE/OBJECTIVES

The Philippine Department of Tourism (PDOT) is in need of services of a local tour operator or travel agency in the Philippines engaged in the business of providing domestic air tickets, tours and ground handling services.

##### IV. MINIMUM REQUIREMENTS FOR SUPPLIERS:

- Must be accredited by the PDOT
- Must be willing to provide services on send – bill arrangement
- Must have airport representatives to meet and assist the group upon arrival and departure in the airport, monitor movement of guest/s and coordinate with the project officer on status of transfers
- Must have a representative at the hotel in Metro Manila to facilitate check-in and check-out of guests
- Preferably specializing in handling big dive groups and have handled dive groups in the last 3 years

##### V. REQUIREMENT AND SCOPE OF WORK

###### MINIMUM REQUIREMENTS

- Provision of dive travel and accident insurance for each participant in case of emergency trip cancellation or emergency trip termination
- Ground arrangement for tour package (inclusive of round trip domestic airfare, terminal fees, environmental fees, marine dive fees, portorage fees, roundtrip airport transfers with luggage provisions, diving with dive

equipment/gear/boat rental, service of dive masters/guides, tours, single/twin sharing accommodation, and full board meals)

#### A. PRE-EVENT (MANILA LEG)

- Participants: Judges and International media
  - Destination: Metro Manila
  - No. of Pax: 8 pax
  - Date of Implementation: November 27-28, 2017
  - Accommodation (At least 4\* Hotel Located in Alabang Area)
- Room Category: Deluxe Room  
Quantity: 8  
Occupancy Dates: November 27-28, 2017

#### B. POST TOUR

##### 1. Coron - Asia Grand View

Date: December 3-7, 2017

Number of pax: 5

5D4N dive package, inclusive of the following:

- Four (4) Standard single occupancy room for invited dive media,
- One (1) Standard single occupancy room for DOT coordinator
- Full board meals;
- Three (3) day dives and one (1) night dive for 3 days
- Coron Island hopping tour on December 6, 2017
- Roundtrip airport transfers

##### 2. Coron - El Rio Y Mar

Date: December 3-7, 2017

Number of pax: 2

5D4N dive package, inclusive of the following:

- One (1) twin/double occupancy room for David Doubilet and Jen Hayes
- Full board meals;
- Three (3) day dives and one (1) night dive for 3 days including long distance boat rental for Dugong dive trips
- Roundtrip airport transfers

##### 3. Malapascua - Kokay's Maldito

Date: December 3-7, 2017

Number of pax: 5

5D4N dive package, inclusive of the following:

- Four (4) Standard single occupancy room for invited dive media,
- One (1) Standard single occupancy room for DOT coordinator
- Full board meals;
- Three (3) day dives and one (1) night dive for per day 3 days
- Roundtrip airport transfers

#### C. MANILA LEG – SECOND CALL

- Participants: Judges and International media
  - Destination: Metro Manila
  - No. of Pax: 10 pax
  - Date of Implementation: December 7-8, 2017
  - Accommodation (At least 4\* Hotel Located in the Bay Area)
- Room Category: Deluxe Room  
Quantity: 8  
Occupancy Dates: December 7-8, 2017

Room Category: Twin/Double Occupancy

Quantity: 1

Occupancy Date: December 7-8, 2017

- Dinner at the designated hotel's restaurant for 10 pax on December 7, 2017, upon arrival from the airport

#### D. TRANSPORTATION REQUIREMENTS

Date: November 27, 2017

Requirements: 1 Van

Remarks: Whole Day Van rental: Metro Manila

Date: November 28, 2017

Requirements: 2 Vans

Remarks: Transfers: Manila to Anilao

Date: December 3, 2017

Requirements: 1 Van

Remarks: Transfers: Anilao to Manila

Date: December 7, 2017

Requirements: 2 Vans

Remarks: Airport transfers: Airport to Hotel

Date: December 8, 2017

Requirements: 1 Van

Remarks: Airport Transfers: Hotel to Airport

\*\*\* Dates may vary depending on final dates of arrivals and departures of guests

IV. BUDGET ESTIMATE  
Total estimated budget is Php 620,000.00

V. PROJECT OFFICERS/CONTACT PERSON  
Mr. Ghienel Gustilo / Ms. Jam Concel  
Member, Dive-Market Development Group  
0977 824 7019  
02 459 5200 loc. 520/522

Note: The winning bid shall be based on the proposal with the most advantageous package cost, provided that the amount of the bid does not exceed the above total budget. The winning bid must be willing to wait at least 90 days for the government payment facilitation process.

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**Other Information**

The winning bid however, 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
- 2. Income/Business Tax Return
- 3. PhilGEPS Registration Number
- 4. Duly Notarized Omnibus Sworn Statement (See Attached)

Kindly submit your quotation for the above requirement in a sealed envelope (indicating the Solicitation number) addressed to Mr. Felicisimo Maximo at the New Department of Tourism Bldg., Ground Floor, General Services Division, 351 Sen. Puyat Avenue, Makati City

**Created by**                    FELICISIMO EVANGELISTA MAXIMO  
**Date Created**                10-Nov-2017

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