



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 4708748
Procuring Entity DEPARTMENT OF TOURISM
Title CATERING SERVICES : 2017 ACCOMMODATION CAPACITY SURVEY (ACS) ORIENTATION
Area of Delivery Metro Manila

Solicitation Number: 2017-08-0211 Trade Agreement: Implementing Rules and Regulations Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9) Classification: Goods - General Support Services Category: Catering Services Approved Budget for the Contract: PHP 135,000.00 Delivery Period: 2 Day/s Client Agency:	Status Active
	Associated Components 3
	Bid Supplements 0
	Document Request List 2
Contact Person: Melanie Claire Pasion Singzon Supervising Administrative Officer 4th Floor, DOT Bldg. No. 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.219 63-02-8900189 msingzon_gsd@yahoo.com	Date Published 05-Aug-2017 Last Updated / Time 05-Aug-2017 00:00 AM Closing Date / Time 09-Aug-2017 14:00 PM

Description

TERMS OF REFERENCE
 2017 Accommodation Capacity Survey (ACS) Orientation

I. Background of the Project

The Accommodation Capacity Survey (ACS) is a census of existing and under construction accommodation establishments (AEs) around the country. Primarily, it seeks to provide tourism supply data on total establishments, rooms and employees in AEs in a destination. Also, it provides data on the capacity of local destinations to accept

tourists as well as information on the composition of guests staying in AEs in the country. The expanded feature of the ACS is the gathering of GIS data, specifically the longitude and latitude of AEs which will be overlaid into a map with the data from the Tourism Road Infrastructure Project (TRIP).

ACS was implemented from 2006 to 2014 with the coverage being expanded every time it is conducted and eventually it became a nationwide survey thus requiring the involvement of the DOT's regional staff as enumerators. This survey is included in the approved work plan of the Office of Tourism Development Planning, Research and Information Management Division (OTDPRIM).

During the last run in 2014, ACS has covered 71% of the total local government units nationwide, with a total of 8,841 establishments providing 202,797 rooms and 137,585 employment opportunities. These are spread out around the country but among the regions, MIMAROPA, Western and Central Visayas have the biggest shares of more than 800 each with Central Visayas having more than 1,200 establishments. Metro Manila however has the largest concentration of rooms available with 38,000 plus rooms even when the survey recorded fewer accommodation establishments.

II. Requirements and Deliverables

CATERING SERVICES FOR ACS ORIENTATION MEALS

- Menu : To be approved by the end-user
- Set Up : AM/PM Snack – Plated
Lunch – Buffet
- Other Inclusions : Free-flowing coffee
Mints / candies
Well groomed, uniformed servers
- Venue : DOT Multi-purpose Hall, Makati City
- Payment : Government procedure / Send-bill arrangement

Date AM Snack Lunch PM Snack

September 4, 2017 Y Y

September 5, 2017 Y Y Y

No. of Pax Particulars Estimated Amount per Pax Estimated Total

75 AM Snack (Sept. 5) 200.00 15,000.00

75 Lunch (Sept. 4 & 5) 600.00 90,000.00

75 PM Snack (Sept. 4 & 5) 200.00 30,000.00

TOTAL FOR MEALS FOR THE ORIENTATION: PHP 135,000.00

III. Approved Budget

1. Approved budget for the contract amounted to One Hundred Thirty Five Thousand Pesos (Php 135,000.00)
2. Includes all applicable taxes
3. Must be willing to provide service on a send-bill arrangement (Government procedure)

IV. Project Officers / Contact Persons

Emmanuel A. Alfaro

OIC, Statistics, Economic Analysis and Information Management Division

Ryan R. Carlos

Sr. TOO, Statistics, Economic Analysis and Information Management Division

5th Floor, DOT Building 351 Sen. Gil Puyat Avenue, Makati City

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Deadline for submission of sealed quotation : AUGUST 9, 2017 (2:00 PM)

Note: 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.

Kindly submit your quotation together with the documentary requirements listed below, indicating our Solicitation Number & Company Name IN A SEALED ENVELOPE, addressed to Ms. Melanie Claire P. Singzon (Procurement Management Division) at 4th Floor, DOT Bldg., 351 Sen. Gil Puyat Avenue, Makati City.

DOCUMENTARY REQUIREMENTS TO BE SUBMITTED:

- Current Mayor's / Business Permit
- PhilGEPS Registration Number
- Latest Income/ Business Tax Return
- Duly Notarized Omnibus Sworn Statement (Please see attached)

For Land Bank Payment Purposes:

Bank Name : _____

Bank Account Number : _____

Note : OTHER BANK WITH BANK CHARGES

Created by Melanie Claire Pasion Singzon

Date Created 04-Aug-2017

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