



# PhilGEPS

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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 5693914  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** "KAIN NA" MEDIA LAUNCH - 11-12 October 2018  
**Area of Delivery**

<b>Solicitation Number:</b>	2018-10-0297	<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>	06/10/2018
<b>Approved Budget for the Contract:</b>	PHP 283,424.90	<b>Last Updated / Time</b>	06/10/2018 00:00 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	09/10/2018 09:00 AM
<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

DEPARTMENT OF TOURISM  
PUBLIC AFFAIRS, COMMUNICATIONS AND SPECIAL PROJECTS

TERMS OF REFERENCE  
"KAIN NA" MEDIA LAUNCH  
October 11-12, 2018

#### I. MINIMUM REQUIREMENTS FOR SUPPLIERS

1. Must be DOT-accredited
2. Must be willing to provide services on a send-bill arrangement

#### II. SCOPE OF WORK/DELIVERABLES

1. Round trip Manila-legazpi-Manila tickets for 15 pax with 20kg baggage allowance via Cebu Pacific  
October 11, 2018 - Manila to Legazpi via 5J 323  
October 12, 2018 - Legazpi to Manila via 5J 328

2. Transportation for 20 pax

Day 1: Legazpi Airport to hotel  
Legazpi City day tour

Day 2: Hotel to Ayala Malls Legazpi  
Ayala Malls Legazpi to airport

3. Room Accommodation for 15 pax: 1 night stay at a DOT-accredited hotel

Check-in: October 11, 2018

Check-out: October 12, 2018  
Inclusive of Breakfast

4. Full Board Meals (AM and PM snacks, lunch and dinner), inclusive of drinks

5. Tour with activities and entrances

6. Meals for 100 pax for the media launch

### III. APPROVED BUDGET FOR THE CONTRACT

TOTAL Php 283.424.90

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IV. CONTACT PERSON: JOSEPHINE GRACE MIRAFUENTES  
Office of Public Affairs, Communications, and Special Projects  
Telephone No.: 459-5200 local 306  
Email: josh.aguilo@gmail.com

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.

Kindly submit your quotation for the services of the above requirement, indicating our Solicitation Number and Company Name in a sealed envelope, addressed to MS. ALMA ALMAZAN at DOT Bldg., Ground Floor, 351 Sen. Gil Puyat Ave., Makati City.

#### PLEASE SUBMIT THE FOLLOWING DOCUMENTS:

Current Mayor's Permit/Business Permit  
Philgeps Registration Number  
Annual Income/Business Tax Return  
Duly Notarized Omnibus Sworn Statement  
DOT Accreditation Certificate

For Land Bank Payment Purposes:

Bank Name: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

Note: OTHER BANK WITH BANK CHARGES

#### 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/Business Tax Return (For ABC's above Php500K)
4. Original or certified true copy of duly notarized Omnibus Sworn Statement
5. 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** 05/10/2018

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