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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 5548663
Procuring Entity DEPARTMENT OF TOURISM
Title Philippine Tourism Satellite Account (PTSA) Workshop
Area of Delivery

Solicitation Number:	2018-08-0200	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	2
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Hotel and Lodging and Meeting Facilities	Date Published	10/08/2018
Approved Budget for the Contract:	PHP 531,000.00	Last Updated / Time	10/08/2018 00:00 AM
Delivery Period:		Closing Date / Time	14/08/2018 14:00 PM
Client Agency:			
Contact Person:	TERESITA ANDRIN ROMANES Admin. Assistant V #351 Sen. Gil Puyat Avenue Makati Makati City Metro Manila Philippines 1200 63-2-8900189 63-2-8900189 t_romanesh@yahoo.com.ph		

Description

TERMS OF REFERENCE
 Philippine Tourism Satellite Account (PTSA) Workshop
 September 12 – 14, 2018

ACCOMMODATION, FUNCTION ROOM, MEALS AND TECHNICAL EQUIPMENT

Requirements:

- Must be DOT – Accredited
 - Must be classified as Deluxe or equivalent
 - Must be located in the City of Manila/Makati/Quezon City
- ACCOMMODATION NO. OF NIGHTS NO. OF ROOMS RATE TOTAL
 Single Occupancy 2 5 5,500.00 55,000.00
 Double Occupancy 2 13 5,500.00 143,000.00
 TOTAL 198,000.00

FUNCTION ROOM AND MEALS NO. OF DAYS NO. OF PAX AMOUNT TOTAL
 Meals (AM snacks, Lunch buffet, PM snacks and Dinner buffet) 3 30 3,200.00 288,000.00
 TOTAL 288,000.00

TECHNICAL EQUIPMENT NO. OF DAYS NO. OF UNIT AMOUNT TOTAL
 LCD Projector Rental 3 1 15,000.00 45,000.00
 TOTAL 45,000.00

Function room to accommodate forty (40) persons in classroom set up, a registration table; and a secretariat table.

Inclusions:

- a. Strong Wi-Fi access (Activities will heavily use internet)
- b. Free-flowing coffee/tea
- c. Mint candies/chips
- d. Sound system with at least three (3) microphones
- e. LCD projector and screen
- f. White board and markers
- g. Extension cords (for laptops)

TOTAL AMOUNT: PHP 531,000.00

Mode of Payment: Must be willing to provide service on a send-bill arrangement (Government procedure)

Contact Persons

MANETTE T. REYES

Officer-in-Charge

Statistics, Economic Analysis and Information Management Division

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

Tel. No.: 459-5200 local 506 / 512

E-mail: mtreyes@tourism.gov.ph

Project Officer: Ms. Rey Jean R. Almazan

reyjeanalmazan02@gmail.com

Tel. No.: 459-5200 local 506 / 512

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

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 ANDRIN ROMANES

Date Created 08/08/2018

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