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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 5314822
Procuring Entity DEPARTMENT OF TOURISM
Title Water Safety and Risk Management Training May 15-18, 2018
Area of Delivery

Solicitation Number:	2018-04-0144	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Travel, Food, Lodging and Entertainment Services	Date Published	26/04/2018
Approved Budget for the Contract:	PHP 268,086.00	Last Updated / Time	26/04/2018 00:00 AM
Delivery Period:		Closing Date / Time	30/04/2018 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
 WATER SAFETY AND RISK MANAGEMENT TRAINING
 15 – 18 May 2018

I. MINIMUM REQUIREMENTS FOR SERVICE PROVIDER

1. Must be PHILGEPS Registered
2. Must be willing to provide services on a send-bill arrangement

II. SCOPE OF WORK/DELIVERABLES

1. Van Rental

• Van Service:

- o May 15, 2018 – Manila to Anilao, Mabini, Batangas
- o May 18, 2018 – Anilao, Mabini, Batangas to Manila

*Inclusive of driver's fee, lodging, food, toll fees, fuel charges and parking fee/s (if any).

2. Accommodation for staff: Must be DOT Accredited

• Rooms:

- o 1 double occupancy rooms
- o 3 single occupancy rooms
- Inclusive of breakfast, lunch and dinner
- With AM and PM snacks

*Note: Should be open for changes or cancellation of room booking once not occupied by staff/facilitator.

3. Venue, Training Materials and Boat Rental

- Boat Rental
 - o Good for 6 - 8 pax per boat.
- Workshop Venue
 - o Use of conference/function room at the resort for 3 days (should accommodate at least 20 pax).
 - o AM Snacks, Lunch and PM Snacks for 15 pax for 3 days.
- Training Materials
 - o Purchase of the ff. training materials:
 - Rescue Tube
 - Throw Bag with Rope
 - Torpedo Can

III. APPROVED BUDGET

TOTAL Php 268,086.00

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IV. TERMS OF PAYMENT

- Send bill arrangement
- Government Procedure - Charged to the PCSSD

III. CONTACT PERSON:

Rachelle Yoro
Philippine Commission on Sports SCUBA Diving
Telephone Nos.: (02) 459 - 5200 local 510 or (02) 524 - 2242
Email: morefun@divephilippines.com.ph

Noted by:

USEC. KATHERINE S. DE CASTRO
Officer-in-Charge
Philippine Commission on Sports SCUBA Diving

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) or Official Receipt as a Proof of Payment for the Renewal of Business Permit
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. Valid 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

Created by TERESITA ANDRIN ROMANES

Date Created 25/04/2018

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