



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 5736031
Procuring Entity DEPARTMENT OF TOURISM
Title Ground Arrangements ASEAN GAD Forum on Tourism 2018-November 4-5, 2018
Area of Delivery

Solicitation Number:	2018-10-0320	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	20/10/2018
Approved Budget for the Contract:	PHP 578,500.00	Last Updated / Time	20/10/2018 00:00 AM
Delivery Period:		Closing Date / Time	23/10/2018 16:00 PM
Client Agency:			
Contact Person:	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

TERMS OF REFERENCE
GROUND ARRANGEMENTS
ASEAN GAD Forum on Tourism 2018

Background

The Department of Tourism through the Office of the Tourism Development Planning, Research and Information Management (OTDPRIM) is organizing the ASEAN Gender and Development Forum on Tourism 2018 on 05-08 November 2018 in Manila, Philippines that aims to establish the ASEAN GAD Framework on Tourism. Likewise, it is a venue for the participants to gather, update, and share best practices and expertise on Gender Mainstreaming in the tourism industry. The first day is a Roundtable Discussion between and among representatives from each ASEAN Member States particularly from the Ministry of Tourism and organizations whose mandate is to promote gender equality and women empowerment in their respective countries.

Transportation

1. DOT Accredited Tourist Transport
2. Must provide 2 units of van for 2 days and 4 units of van for 4 days (within Metro Manila)
3. Van to be provided should be 18-seater per unit.
4. Must provide a focal person/dispatcher for vehicles
5. Units must not exceed five (5) years of service and at par with international quality standard for tourist transport specifically for well-maintained air-conditioning system

Inclusive of:

- Fuel
- Parking Fees and Toll Fees
- Well-groomed driver
- Meals of the Driver

Airfare

1. Procurement of roundtrip airfare tickets for the nine (9) ASEAN Member States and one (1) ASEAN Secretariat

representatives.

Airfare (Roundtrip) Arrival Date Flight Details Departure Date Flight Details
 Brunei Darussalam (Bandar Seri Begawan-Manila) Nov. 4, 2018 5J 410 23:25H to 01:35H Nov. 8, 2018 5J 409 20:20H to 22:40H
 Cambodia (Phnom Penh-Manila) Nov. 5, 2018 MH 755 11:10H to 14:00H

MH 804
 17:35H to 21:20H Nov. 8, 2018 MH 805 06:40H to 10:35H

MH 762 16:40H to 17:30H
 Indonesia (Jakarta-Manila-Jakarta) Nov. 5, 2018 PR 0536 01:15H to 06:20H Nov. 8, 2018 PR 0539 09:20H to 12:45H
 Lao PDR (Vientiane-Manila-Vientiane) Nov. 4, 2018

Nov. 5, 2018 TG 575 20:30H to 21:35H

TG 620 07:45H to 11:55H Nov. 8, 2018 TG 621 13:10H to 15:45H

TG 574 18:35H to 19:45H
 Malaysia (Kuala Lumpur-Manila-Kuala Lumpur) Nov. 5, 2018 PR 0526 12:10H to 16:05H Nov. 8, 2018 PR 0527
 11:05H to 14:50H
 Myanmar (Naypyidaw-Manila-Naypyidaw) Nov. 4, 2018

Nov. 5, 2018 Bangkok Airways 08:00PM to 10:50PM

PAL 06:50PM to 11:15PM
 Nov. 8, 2018 PAL 09:40H to 12:10H

Bangkok Airways
 5:25H to 07:20H
 Singapore (Singapore-Manila-Singapore) Nov. 5, 2018 PR 0502 10:30H to 14:20H Nov. 8, 2018 PR 0507 10:00H to
 13:50H
 Thailand (Bangkok-Manila-Bangkok) Nov. 5, 2018 PR 0731 13:50H to 18:20H Nov. 8, 2018 PR 0730 09:40H to
 12:10H
 Viet Nam (Hanoi-Manila-Hanoi) Nov. 5, 2018 5J 745 01:20H to 05:40H Nov. 8, 2018 5J 744 22:00H to 00:35H
 ASEAN Secretariat (Jakarta-Manila-Jakarta) Nov. 5, 2018 PR 0536 01:15 to 06:20 Nov. 8, 2018 PR 0539 09:20 to
 12:45

2. Provided detailed matrix of the time of departure and arrivals of the ten (10) ASEAN representatives from organizations whose mandate are to promote gender equality and women empowerment in their country.

Approved Budget for Contract: PhP578,500.00
 (inclusive of all applicable charges and tax)

Contact Person

Ms. Mylene D. Talana
 Policy Formulation and International Cooperation Division
 459-5200 to 30 local 514
 pdot.pficd@gmail.com | mylenetalana@gmail.com | mdtalana@tourism

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 Tax Return (For ABC's above Php500K)
4. Business Tax Return (latest, monthly or quarterly for ABC's above Php500K)
5. Original or certified true copy of duly notarized Omnibus Sworn Statement
6. 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	19/10/2018

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