



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 5338217
Procuring Entity DEPARTMENT OF TOURISM
Title INTRODUCTORY DIVE WORKSHOP FOR DOT OSEC - May 11-13, 2018
Area of Delivery

Solicitation Number:	2018-05-0156	Status	Active
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods	Bid Supplements	0
Category:	Travel, Food, Lodging and Entertainment Services	Document Request List	0
Approved Budget for the Contract:	PHP 230,000.00		
Delivery Period:		Date Published	08/05/2018
Client Agency:		Last Updated / Time	08/05/2018 00:00 AM
		Closing Date / Time	11/05/2018 09:10 AM
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
 INTRODUCTORY DIVE WORKSHOP FOR DOT OSEC
 11 - 13 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. Transportation: for 21 pax (3 vans)
 - o May 11, 2018 - DOT Office to Dive Resort/Establishment
 - o May 13, 2018 - Dive Resort/Establishment - DOT Office
- *Inclusive of all applicable fees and taxes.

2. Accommodation: Must be DOT Accredited

- Check-in date: May 11, 2018
- Check-out date: May 13, 2018
- Rooms:
 - o 9 rooms twin-sharing
 - o 1 room triple-sharing

- Inclusive of breakfast, lunch and dinner
- With AM and PM snacks

3. Introductory Dive Package

- for 19 pax
- Inclusive of Dive Instructor/Master, Pool Session, Full Gear Rental, 1 shore dive, Tanks for pool and shore dive

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

5. Gear and Equipment Rental

- for 2 pax
- Inclusive of Full Gear, Tank, 6 pcs weights, Weight Belt, Dive Pass (Environmental Fee)

III. APPROVED BUDGET

TOTAL Php 230,700.00

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IV. TERMS OF PAYMENT

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

III. CONTACT PERSON:

Jan Jenny L. Evangelista (Jei)
Philippine Commission on Sports SCUBA Diving
Telephone Nos.: (02) 459 - 5200 local 510 or (02) 524 - 2242
Email: jjevangelista@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

NOTE : For Land Bank Payment Purposes:

Bank's Name _____

Bank's Account Number _____

Created by TERESITA ANDRIN ROMANES

Date Created 07/05/2018

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