



# PhilGEPS

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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 5265943  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Tour Operator/Ground Handler (Objectif Atlantide Underwater Investigation 2018)  
**Area of Delivery** Bohol

<b>Solicitation Number:</b>	2018-04-0113 (2nd Posting)	<b>Status</b>	<b>Active</b>
<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 - General Support Services	<b>Document Request List</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services	<b>Date Published</b>	05/04/2018
<b>Approved Budget for the Contract:</b>	PHP 999,990.00	<b>Last Updated / Time</b>	05/04/2018 00:00 AM
<b>Delivery Period:</b>	12 Day/s	<b>Closing Date / Time</b>	10/04/2018 17:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	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

I. BIDDER: Tour Operator/ Groundhandler

II. PROJECT TITLE: Objectif Atlantide Underwater Investigation 2018

##### III. PURPOSE/OBJECTIVES

The Philippine Department of Tourism (DOT) is in need of services of a local tour operator or travel agency in the Philippines engaged in the business of tours, diving, and ground handling services.

##### IV. MINIMUM REQUIREMENTS:

A. Must be accredited by the DOT

B. Must be willing to provide services on send – bill arrangement

- C. Must have airport representatives
- D. Preferably specializing in handling big dive groups and have handled dive groups in the last 3 years

#### V. SCOPE AND WORK DELIVERABLES:

Date of Implementation: May 2-13, 2018

##### Minimum Requirements

1. Provision of Dive Assure dive travel and accident insurance for each participant in case of diving accident
2. Ground arrangement for tour package, inclusive of environmental fees, marine dive fees, portorage fees, round trip airport transfers with provisions for transportation of luggage, diving with dive equipment/gear/boat rental, service of dive masters/guides, tours, single/twin sharing accommodation, full board meals)
3. Provision of first aid medical kit for the participants

##### Specific Requirements

1. Round trip airport transfers from Tagbilaran Airport to resort in Cabilao, Bohol preferably a van to accommodate large luggage with underwater photography equipment;

Airport to Cabilao

May 2, 2018 2 vans 9 pax (Advance Party)

May 5, 2018 2 vans 7 pax

May 5, 2018 1 van 4 pax (Videographer)

May 8, 2018 1 van 3 pax (DOT and PR)

Cabilao to Airport

May 7, 2018 1 van 2 pax

May 12, 2018 1 van 1 pax

May 13, 2018 3 vans 9 pax

2. Room accommodation for 16 pax inclusive of full board meals

Preferably Pura Vida/Sea Explorers since it is the only DOT and PCSSD-accredited establishment in Cabilao;

Participants /Room /Date

Media (2 pax) 2 Triple Deluxe Rooms May 5 — 13, 2018

Media (2 pax) 2 Twin Deluxe Rooms May 5 — 13, 2018

Media (1 pax) 1 Twin Suite Room May 5— 13, 2018

Media (1 pax) 1 Twin Deluxe Room May 2— 13, 2018

VIP (1 pax) 1 Twin Suite Room May 5— 13, 2018

DOT (2 pax) 1 Twin Deluxe Room May 2 — 7, 2018

DOT (2 pax) 1 Twin Deluxe Room May 8— 13, 2018

Videographer (4 pax) 1 Triple Deluxe Room May 5 — 13, 2018

PR Agency Representative (1 pax) 1 Single Deluxe Room May 8 — 12, 2018

3. Countryside tour for 10 pax (media and VIP); and

4. Diving arrangements, two (2) dives per day for six (6) days, inclusive of equipment and boat rental for eleven (11) pax

#### VI. BUDGET

Particulars Budget (PHP)

999,990.00

- Transfers, accommodations, meals and diving

Cost proposal must be submitted with an itemized breakdown. In the event that DOT is able to secure sponsorships, the corresponding value must be deducted from the total amount in the invoice.

The winning bidder shall be determined based on the proposal with most advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.

VII. CONTACT PERSON : Jamine Francine A. Concel

Contact Number: 09064136642

Email Address: conceljamine@gmail.com

Office: Office of Product and Market Development - Dive

Kindly submit your quotation for the purchase of the above requirement, indicating our Solicitation Number & Company Name in a sealed envelope, addressed to Ms. Teresita Romanes at DOT Bldg., 4th Floor, 351 Sen. Gil Puyat Avenue, Makati City

#### PLEASE SUBMIT THE FOLLOWING DOCUMENTS:

1. Current Mayor's/Business Permit/BIR Certification of Registration (Individual)  
(In case of recently expired Mayor's/Business permit, submission of the expired Mayor's/Business permit together with the Official Receipt (renewal) shall be

accepted.

2. Philgeps Registration Number or Certificate of Platinum Membership in lieu of Mayor's Permit and Philgeps Registration Number
3. Latest Income/Business Tax Return (For ABCs above Php500K)
4. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement (see attached form)
5. DOT Accreditation Certificate

Deadline for the submission of Bid: April 10, 2018 5:00 pm.

**Created by** TERESITA ANDRIN ROMANES

**Date Created** 04/04/2018

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