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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 4998543
Procuring Entity DEPARTMENT OF TOURISM
Title 2nd Posting Hotel Accommodation, Function Room - Tourism Industry Skill Program 2017 Year end Planning Workshop

Area of Delivery

Solicitation Number:	2017-11-0396	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:	Hotel and Lodging and Meeting Facilities		
Approved Budget for the Contract:	PHP 400,000.00	Document Request List	0
Delivery Period:			
Client Agency:		Date Published	25-Nov-2017
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	Last Updated / Time	25-Nov-2017 00:00 AM
		Closing Date / Time	28-Nov-2017 14:00 PM

Description

TERMS OF REFERENCE

Rental of Function Room with three (3) days two (2) nights hotel accommodation in connection with the Tourism Industry Skills Program 2017 Year-end Planning Workshop and DOT-OIMD Recognition Program conducted by the Industry Manpower Development
December 5-7, 2017

I. ITEM

- One (1) Function room for 50 pax (Morning)
- One (1) Function room for 100 pax (5:00 PM- 1100 PM)
- Twenty one (21) double standard accommodation w/ breakfast
- Meals
- 4 Star DOT Accredited Hotel located in Makati or Manila City

II. Requirements:

- 10 hours rental of function room from 07:00AM – 5:00PM on December 6, 2017. – can accommodate 50 pax
- 6 hours rental of function room from 5:00 PM – 11:00 PM on December 6, 2017 – can accommodate 80-100 pax
- 4-5 Star Hotel must be DOT Accredited
- With microphone and LCD for presentations (P.A. System)

- Meals
 - o Buffet dinner on December 5, 2017 x 50 pax
 - o Buffet lunch with AM and PM snacks on December 6, 2017 x 50 pax
 - o Buffet dinner on December 6, 2017 x 100 pax
 - o (Amounting to P1,300.00 with drinks/pax/meal)
- Servers must be well groomed
- With table arrangement/ set-up with supplies/ stage and tarpaulin backdrop on two venues

III. Amount: Php 400,000.00 (P 130,000 charged to DOT-OIMD Funds and P270,000 charged to DOT-TISP funds)

IV. Date: December 5-7, 2017

V. Payment Procedure: Government Procedure

VI. Contact Persons: Arlene Alipio
 Ryan N. Sebastian
 Marc Ramiro R. Ortiz Luis
 (02) 459 – 5200 loc. 214

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 Permit
2. PHILGEPs' Registration Number
3. BIR latest annual Income Tax Return (2016)
4. Omnibus Sworn Statement duly notarized 2017
5. Valid DOT Accreditation certificate

PLEASE ALWAYS INDICATE BOOKING CLASS and AIRLINE RATE

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 24-Nov-2017

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