



Bid Notice Abstract

Request for Proposal (RFP)

Reference Number 5587634
Procuring Entity DEPARTMENT OF TOURISM
Title First Meeting of the Philippine-China Joint Working Group on Tourism Cooperation 22-25 October 2018

Area of Delivery

Solicitation Number:	2018-08-0219	Status	Active
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	2
Classification:	Goods	Bid Supplements	0
Category:	Travel, Food, Lodging and Entertainment Services	Document Request List	0
Approved Budget for the Contract:	PHP 266,500.00		
Delivery Period:			
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	Date Published	25/08/2018
		Last Updated / Time	25/08/2018 00:00 AM
		Closing Date / Time	29/08/2018 14:00 PM

Description

First Meeting of the Philippines-China Joint Working Group on Tourism Cooperation 22-25 October 2018, Manila, Philippines

TERMS OF REFERENCE

Requirement: DOT Accredited Travel and Tour Operator

The said DOT Accredited Travel and Tour Operator shall provide the following in connection with the 1st Meeting of the Philippines-China Joint Working Group on Tourism Cooperation on 22-25 October 2018:

1. ACCOMMODATION
 - a.) October 22-25, 2018
 - Room : Single/Twin Sharing

- No. : 6 rooms
- Location : within Makati/Manila business district area
- BUDGET : PHP 135,000.00

SUBTOTAL FOR ACCOMMODATION: PHP 135,000.00

2. MEALS

a.) October 23, 2018 - Welcome Dinner

- Venue : within Makati/Manila business district area
- Cuisine : International Cuisine
- No. of Pax : 10
- BUDGET : PHP 15,000.00

b.) October 23, 2018 - Lunch/AM/PM Snacks (Meeting Proper)

- Venue : within Makati/Manila business district area
- Cuisine : International Cuisine
- No. of Pax: 30
- BUDGET : PHP 30,000.00

c.) October 24, 2018 - Dinner

- Venue : within Makati/Manila business district area
- Cuisine : International Cuisine
- No. of Pax: 10
- BUDGET : PHP 12,500.00

d.) October 24, 2018 - Lunch/AM/PM Snacks (Technical Visit)

- Venue : Rizal Park and Intramuros
- Cuisine : International Cuisine
- Inclusion : Cultural Presentation
- No. of Pax: 10
- BUDGET : PHP 18,000.00

SUBTOTAL FOR MEALS: PHP 75,500.00

3. TRANSPORTATION

a.) October 22, 2018– Airport Transfer (arrival) and Service Vehicle

- Two (2) units of Van
- Inclusive of meals of the driver
- Inclusive of Fuel and other expenses such as toll and parking fees

b.) October 23, 2018– Meeting Proper

- Two (2) units of Van
- Inclusive of meals of the driver
- Inclusive of Fuel and other expenses such as toll and parking fees

c.) October 24, 2018– Service Vehicle

- Two (2) units of Van
- Inclusive of meals of the driver
- Inclusive of Fuel and other expenses such as toll and parking fees

d.) October 25, 2018– Airport Transfer (departure)

- Two (2) units of Van
- Inclusive of meals of the driver
- Inclusive of Fuel and other expenses such as toll and parking fees

- Tourist transport service must be DOT-accredited
- Provide Airport Assistant during the arrival and departure of the delegates

SUBTOTAL FOR TRANSPORTATION: PHP 56,000.00

Breakdown of Budget:

ACCOMMODATION : PHP 135,000.00

MEALS : PHP 75,500.00

TRANSPORTATION : PHP 56,000.00

TOTAL BUDGET : PHP 266,500.00 (Inclusive of Tax)

Note: The winning bidder is requested to designate a coordinator who will be responsible for the settlement of meal expenses to be incurred during the said event.

Attached is the provisional programme/itinerary for reference.

Payment: Government Procedure

Contact Person:

Ms. Mylene Talana

Tel. No. (632) 459-5200 to 30 local 514 or 506

Fax No. (632) 890-0544

Email: mylenetalana@gmail.com | pdot.pficd@gmail.com

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/Business Tax Return (For ABC's above Php500K)
4. Original or certified true copy of duly notarized Omnibus Sworn Statement
5. 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 24/08/2018

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.