



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 5597563  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Middle East-United Arab Emirates Media Familiarization Trip (September 17-22, 2018)  
**Area of Delivery**

<b>Solicitation Number:</b>	2018-08-0227	<b>Status</b>	Active
<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	<b>Document Request List</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services	<b>Date Published</b>	31/08/2018
<b>Approved Budget for the Contract:</b>	PHP 625,997.20	<b>Last Updated / Time</b>	31/08/2018 00:00 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	04/09/2018 14:00 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_romanese@yahoo.com.ph		

#### Description

##### TERMS OF REFERENCE

##### I. PROJECT

MIDDLE EAST – UNITED ARAB EMIRATES MEDIA FAMILIARIZATION TRIP

##### II. BACKGROUND

Group Name : Middle East – United Arab Emirates Media Familiarization Trip  
 No. of Pax : 7 UAE Media; 1 Airline Representative; 1 DOT-Middle East Officer; and 1 DOT OPMD-Middle East Project Officer  
 Date Covered : September 17 - 22, 2018  
 Destinations : Davao and Metro Manila

##### III. PURPOSE/OBJECTIVES

- Last year, 2017, UAE ranked 29th with 16,399 tourist arrivals. As an opportunity market, UAE has the potential growth in tourist arrivals so there is a need to keep the Philippines and our various destination offerings and related activities at the top of the minds of UAE travelers.
- The main goal of this fam is to further make the Philippines as a must experience destination in Asia and a destination of choice for UAE travelers.
- The fam also aims to introduce destinations, showcase the tourism products, and educate the media on the country's readiness to accommodate these tourists as well as other activities that these travelers look for in our destinations.

## IV. MINIMUM REQUIREMENTS FOR SUPPLIERS

- a) Must be DOT-accredited tour operator
- b) Preferably specializing in the market concerned
- c) Willing to provide services on send-bill arrangement

## V. SCOPE OF WORK/DELIVERABLES

## DATE DESTINATION REQUIREMENTS

September 17  
Monday

Metro Manila

- Transfers (2 vans, airconditioned) for 10 pax inclusive of parking fees to pick-up the group from international airport to hotel in Metro Manila
- Accommodation with breakfast in Metro Manila - 10 single de luxe rooms in a de luxe/five star hotel (halal friendly/offering halal food)
- Dinner for 10 pax each meal in a restaurant/hotel/resort or alfresco offering Halal, Filipino or international cuisines
- Provision of bottled drinking water
- Travel insurance for 10 pax

September 18

Tuesday Metro Manila / Davao

- Transfers (2 vans, airconditioned) for 10 pax inclusive of parking fees to pick-up the group from hotel in Metro Manila to domestic airport
- Airline tickets from Manila domestic airport to Davao airport inclusive of terminal fees for 10 pax
- Transfers (2 vans, airconditioned) for 10 pax inclusive of parking fees to pick-up the group from Davao airport to hotel in Davao
- Transportation in Davao (1 van, airconditioned) inclusive of parking fees to pick up the group from the hotel and to be used for the rest of the day
- D' Bone Collector Museum fee for 10 pax
- Lunch and dinner for 10 pax each meal in a restaurant/hotel/resort or alfresco offering Halal, Filipino or International cuisines
- Accommodation with breakfast in Davao - 10 single de luxe rooms in a de luxe/five star hotel or triple A resort (halal friendly/offering halal food)
- English speaking tour guide
- Provision of bottled drinking water
- Travel insurance for 10 pax

September 19

Wednesday Davao

- Transportation in Davao (1 van, airconditioned) inclusive of parking fees to pick up the group from the airport and to be used for the rest of the day
- Boat rental for island hopping with snorkeling for 10 pax
- Monfort Bat Sanctuary fees for 10 pax
- Tribe experience(Tagbaobo Tribal Villa) in Samal Island with lunch for 10 pax (inclusion: RT van transportation, entrance and environmental fees, tribal and ritual dances, cooking demo of delicacies and services of tour guide)
- Dinner for 10 pax each meal in a restaurant/hotel/resort or alfresco offering Halal, Filipino or International cuisines
- Accommodation with breakfast in Davao - 10 single de luxe rooms in a de luxe/five star hotel or triple A resort (halal friendly/offering halal food)
- Provision of bottled drinking water
- Travel insurance for 10 pax

September 20

- Thursday Davao / Metro Manila • Transportation in Davao (1 van, airconditioned) inclusive of parking fees to pick up the group from the hotel and to be used for the rest of the day
- Tour of Eden Nature Park with zipline and bicycle zipline experience (inclusion: entrance fee and shuttle tour) for 10 pax
  - Visit to Philippine Eagle Center and Davao Crocodile Park entrance fees for 10 pax
  - Tour of Malagos Resort with experience in making chocolates for 10 pax
  - English speaking tour guide
  - Transfers (2 vans, airconditioned) for 10 pax inclusive of parking fees to pick-up the group from hotel in Davao to Davao airport
  - Airline tickets from Davao airport to Manila domestic airport inclusive of terminal fees for 10 pax
  - Transfers (2 vans, airconditioned) for 10 pax inclusive of parking fees to pick-up the group from Manila domestic airport to hotel in Metro Manila
  - Accommodation with breakfast Metro Manila – 10 single rooms in a de luxe/five star hotel (halal friendly/offering halal food)
  - Lunch and Dinner for 10 pax each meal in a restaurant/hotel/resort or alfresco offering Halal, Filipino or international cuisines
  - Provision of bottled drinking water
  - Travel insurance for 10 pax

September 21

Friday Metro Manila

- Transportation in Metro Manila (1 van, airconditioned) inclusive of parking fees to pick up the group from the hotel and to be used for the rest of the day
- Lunch and Dinner for 10 pax each meal in a restaurant/hotel/resort or alfresco offering Halal, Filipino or international cuisines
- Day Spa Tour with participants experiencing the Philippine traditional massage like hilot, etc. for 10 pax
- Accommodation with breakfast in Metro Manila – 10 single rooms in a de luxe/five star hotel (halal friendly/offering halal food)
- English speaking tour guide
- Provision of bottled drinking water
- Travel insurance for 10 pax

September 22

Saturday Metro Manila

- Transportation in Metro Manila (1 van, airconditioned) inclusive of parking fees to pick up the group from the hotel and to be used for the rest of the day
- Lunch for 10 pax each meal in a restaurant/hotel/resort or alfresco offering Halal, Filipino or international cuisines
- English speaking tour guide
- Transfers (1 van, airconditioned) inclusive of parking fees to pick-up the group from hotel in Manila to Manila Int'l Airport
- Provision of bottled drinking water
- Travel insurance for 10 pax

Note:

1. There is no need for the tour operator to accompany the group, however, should the tour operator decide and insists to accompany the group for their own personal or business purposes, the expenses to be incurred must not be charged to DOT as overhead/operational expenses.
2. The winning tour operator should provide tour coordinator.

#### VI. BUDGET

1. Total estimated budget is Php625,997.20
2. Bidders are required to submit a detailed breakdown of all package components.
3. The DOT through Office of Product and Market Development – Middle East, will endeavor to secure sponsorship (e.g. accommodation, meals, transportation, entrance fees, tours), to bring down actual implementation costs. The cost of said sponsorship will then be deducted from the total package cost. In the same manner, DOT will also try to negotiate for preferential rates (e.g. accommodation, entrance fees, tours), the same must not be marked up by the tour operator.

#### VII. PROJECT OFFICER/CONTACT PERSON

Mr. Juanito A. Sayo

DOT OPMD – India and Middle East

Tel. No. 459-5200 locals 522 and Mobile No. 0932-7452210

NOTE: The winning bid however, 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.

NOTED:

DAKILA F. GONZALES

Head, Office of Product and Market Development – India and Middle East

#### 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** 30/08/2018

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