



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 5282381  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Tour Operator (Coffee Tour La Trinidad)  
**Area of Delivery** Benguet

<b>Solicitation Number:</b>	2018-04-0123	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	1
<b>Classification:</b>	Goods - General Support Services	<b>Bid Supplements</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services	<b>Document Request List</b>	0
<b>Approved Budget for the Contract:</b>	PHP 203,196.48	<b>Date Published</b>	12/04/2018
<b>Delivery Period:</b>	3 Day/s	<b>Last Updated / Time</b>	12/04/2018 00:00 AM
<b>Client Agency:</b>		<b>Closing Date / Time</b>	16/04/2018 10:00 AM
<b>Contact Person:</b>	Maria Alma O Almazan Administrative Officer III #351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-8900189 63-02-8900189 almaoalmazan@yahoo.com.ph		

#### Description

Republic of the Philippines  
 DEPARTMENT OF TOURISM  
 TERMS OF REFERENCE  
 Office of the Assistant Secretary  
 Farm and Convergence Program  
 April 25-27, 2018

#### Scope of Work

Provision of Tour Operator to handle the Coffee Tour at La Trinidad, Benguet on April 25-27, 2018

#### A. Particulars:

Canvass of Tour Operator to cover the following: transportation — (1 van- Toyota Hi-ace GL; ALL IN Inclusive of Toll fees, Gas, Driver and his Meals and Accommodation of the driver) (Makati to Baguio, Coffee tour from April 25-27, Baguio back to Makati), room accommodation for 3 days and 2 nights, all meals on April 25-27, 2018 (to include AM and PM snacks), Tours (entrance fees/guide fees), Workshop (venue and meals) and miscellaneous fee.

#### B. Timetable/Schedule of Tours and their respective destinations

DOT CENTRAL - 5 PAX  
DOT CAR REGION -2 PAX  
DTI CAR REGION -2 PAX

Proposed IT for GEM Coffee Tour (Cordillera leg) LA TRINIDAD, BENGUET  
April 25-27, 2018 AS OF 11AM

Day 1 (Apr 25)  
09:00AM-12:00NN  
Arrival of participants/billeting  
Recommended Hotel: Baguio Country Club

DOT CENTRAL  
(AELD, 2 STAFF, MADTRAVEL AND NAITAS)

13:30H  
La Trinidad strawberry farm visit.

Visit at the BSU Processing Center

DOT CENTRAL-5  
(AELD, 2 STAFF, MADTRAVEL AND NAITAS)

---

DOT CAR REGION -2

DTI CAR REGION-2

14:30H  
BSU to Baguio City

DOT CENTRAL-5  
(AELD, 2 STAFF, MADTRAVEL AND NAITAS)

DOT CAR REGION -2

DTI CAR REGION-2

18:00H  
Dinner

DOT CENTRAL-5  
(AELD, 2 STAFF, MADTRAVEL AND NAITAS)

DOT CAR REGION -2

DTI CAR REGION-2

HOTEL (Recommendation: Baguio Country Club)

1 room - AELD  
1 room - 2 staff  
1 room - Madtravel  
1 room - NAITAS

Day 2 (April 26)

08:00H  
Hotel to Bahong Flower Gardens (Jeffrey Visaya view deck.

DOT CENTRAL  
(AELD, 2 STAFF, MADTRAVEL AND NAITAS)

DOT CAR REGION

DTI CAR REGION

10:00H-14:00H  
Proceed to WINACA Eco-cultural Village

LUNCH

DOT CENTRAL-5  
(AELD, 2 STAFF, MADTRAVEL AND NAITAS)

DOT CAR REGION -2

DTI CAR REGION-2

13:00H  
Travel back to hotel

18:00H  
Dinner

DOT CENTRAL  
(AELD, 2 STAFF, MADTRAVEL AND NAITAS)

DOT CAR REGION

DTI CAR REGION

Day 3 (April 27)

06:00H  
Breakfast

DOT CENTRAL  
(AELD, 2 STAFF, MADTRAVEL AND NAITAS)

08:00H-10:00H  
Workshop for the Coffee  
Tour Package at the Hotel

with DOT Regional Director Marie Venus Tan and DTI Regional Director Myrna Pablo

Attendees: 30-40 pax

Note: Tour operator to look for a function room in the hotel; with AM Snacks

10:30H  
Hotel to BSU Coffee Farm in Wangal, La Trinidad

DOT CENTRAL  
(AELD, 2 STAFF, MADTRAVEL AND NAITAS)  
DOT CAR REGION

DTI CAR REGION

11:30H  
Visit the Lily of the Valley, Wangal, La Trinidad

DOT CENTRAL  
(AELD, 2 STAFF, MADTRAVEL AND NAITAS)

DOT CAR REGION

DTI CAR REGION

12:00H  
Lunch in La Trinidad (Calajo Restaurant)  
DOT CENTRAL  
(AELD, 2 STAFF, MADTRAVEL AND NAITAS)

DOT CAR REGION

DTI CAR REGION

14:00H

Visit the La Trinidad Trading Post

Easter Weaving Room

DOT CENTRAL  
(AELD, 2 STAFF, MADTRAVEL AND NAITAS)

DOT CAR REGION

DTI CAR REGION

17:00H  
Back to Hotel

DOT CENTRAL  
(AELD, 2 STAFF, MADTRAVEL AND NAITAS)

TRAVEL BACK TO MANILA - DOT CENTRAL  
(AELD, 2 STAFF, MADTRAVEL AND NAITAS)

END OF ITINERARY

II. Payment Procedure : Send bill arrangement and government procedure chargeable against Office of the Undersecretary for Farm, Faith-based Tourism, Ecotourism and Convergence Program sector funds 2018

TOTAL: Php 203, 196.48

III. Contact Person:

Ms. Ma. Thea Mikhaela M. Nengasca, Administrative Aide IV  
Office of Assistant Secretary Farm, Ecotourism, Faith-Based Tourism and Convergence Program  
Contact Number: 0929 810 3441

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.

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. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement (see attached form)
4. DOT Accreditation Certificate

Deadline for the submission of Bid: April 16, 2018 10:00 am

**Created by** Maria Alma O Almazan

**Date Created** 11/04/2018

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.