



# PhilGEPS

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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 5784915  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Familiarization Trip for National Geographic Israel on November 29 — December 9, 2018  
**Area of Delivery**

<b>Solicitation Number:</b>	2018-11-0354	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<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>	08/11/2018
<b>Approved Budget for the Contract:</b>	PHP 973,442.16	<b>Last Updated / Time</b>	08/11/2018 00:00 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	12/11/2018 10:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat Avenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425  t_romanesh@yahoo.com.ph		

#### Description

##### TERMS OF REFERENCE

I. BIDDER Tour Operator  
 II. PROJECT TITLE Familiarization Trip for National Geographic Israel  
 November 29 — December 9, 2018  
 Manila, Rizal, Banaue, Sagada, Batanes

##### III. PURPOSE/OBJECTIVES

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

##### IV. MINIMUM REQUIREMENTS:

- A. Must be accredited by the PDOT
- B. Must be willing to provide services on send — bill arrangement
- C. Must have handled PDOT groups in the last three (3) years
- D. Provision of travel and accident insurance for each participant in case of emergency trip cancellation or emergency trip termination
- E. Ground arrangement for tour package (inclusive of round trip international and domestic airfare with 30 kg baggage allowance, terminal fees, environmental fees, portorage fees, roundtrip airport transfers with luggage provisions, tours, single/twin sharing accommodation, and full board meals)
- F. Provision of participant's guidebook
- G. Provision of airport representatives to assist guests upon arrival and departure in airport
- H. Provision of first aid medical kit for the participants

##### V. SCOPE OF WORK

##### A. Flight Requirements

International and domestic air tickets with the following routes:

Date	Route	Flight Number	No. of pax	ETD - ETA	Baggage Allowance
Nov 29	TLV — MNL	TK 84 2	0210H — 1815H	2 pieces	23 kg per piece
Dec 1	MNL — CYZ	5J192 3	1225H — 0125H		30 kg
Dec 7	MNL — BSO	Skyjet 816 3	0615H — 0725H		30 kg
Dec 9	BSO — MNL	Cebgo 6010 3	0915H — 1125H		30 kg

Dec 9 MNL — TLV TK 85 2 2210 — 0615H 2 pieces 23 kg per piece

**B. Accommodation**

Accommodations on the following dates inclusive of daily breakfast:

Date Destination Hotel Room Type Quantity of Rooms

Nov 29 - 30 Angono, Rizal Luljetta's Place Garden Single 3

Suites

Nov 30 — Manila Diamond Hotel Single 3

Dec 1

Dec 1 - 3 Banaue Banaue Hotel Single 3

Dec 3 - 5 Sagada Sagada Heritage Village Single 3

Dec 5 - 6 Pampanga Midori Clark Hotel and Single 3

Casino

Dec 6 - 7 Manila Diamond Hotel

Dec 7 — 9 Batanes Beachfront Inn

**C. Transportation**

Transportation with driver for the following dates: Date Destination Transportation Single 3

Single 3

Quantity Requirement

Nov 29 — 30 Manila - Angono, Rizal Van 1 • Transfer from Manila to Angono, Rizal

-Manila • Whole day for the Higantes

Festival

• Transfer from Rizal to Manila

Dec 1 -6 Banaue, Sagada Clark, Manila Van 1 • Whole day rent with day tours

Dec 7 - 9 Batanes Van 1 • Batanes tour

Dec 9 Manila Van 1 • Airport Transfers (Terminal 4 to

Terminal 1)

**D. Meals Provision of lunch and dinner for 3 pax from November 29 — December 9, 2018**

**E. English Speaking Guide**

Provision of English speaking guide with ample knowledge of the destinations from November 29 — December 9, 2018

**VI. BUDGET**

Particulars Budget (PHP) Remarks

Flight Requirements

Accommodation

Transportation

Meals

English Speaking Guide .

973 442 16 , Based on approved budget and attached quotation

GRAND TOTAL 973,442.16

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**

Contact Person

Address

Contact Number:

Email Address :

JAMILLE FRANCINE A. CONCEL

Office of Product and Market Development 5F The New DOT Building

351 Sen Gil Puyat Avenue

Brgy. Bel Air, 1200 Makati City

459-5200 local 502 jaconcel@tourism.gov.ph

**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 Tax Return or Bus. Tax Return (For ABC's above Php500K)
4. Original or certified true copy of duly notarized Omnibus Sworn Statement
5. DOT Accreditation certificate (valid)

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 A. ROMANES

**Date Created** 07/11/2018

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