



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 5624831  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Regional Tour Guiding Course for NCR Batch 11-2018 Graduation Ceremony & Awarding of Certificates-September 25, 2018

#### Area of Delivery

<b>Solicitation Number:</b>	2018-09-0251	<b>Status</b>	Pending
<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	<b>Bid Supplements</b>	0
<b>Category:</b>	Hotel and Lodging and Meeting Facilities	<b>Document Request List</b>	0
<b>Approved Budget for the Contract:</b>	PHP 120,000.00		
<b>Delivery Period:</b>		<b>Date Published</b>	11/09/2018
<b>Client Agency:</b>		<b>Last Updated / Time</b>	10/09/2018 17:39 PM
<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_romanesh@yahoo.com.ph	<b>Closing Date / Time</b>	14/09/2018 10:00 AM

#### Description

##### TERMS OF REFERENCE

Rental of Function Room in connection with the Regional Tour Guiding Course for NCR Batch 11 – 2018 Graduation Ceremony & Awarding of Certificates  
 Conducted by the Industry Manpower Development  
 September 25, 2018

##### I. ITEM

- 1 (one) Function Room for 80 pax
- DOT Accredited preferably within Makati City

##### II. Requirements:

- Rental of 1 function room – can accommodate 80 pax
- Must be DOT Accredited within Makati City
- With microphone (P.A. System)
- Buffet dinner (Amounting to P1,500.00 with drinks/pax)
- 4 hours rental of function room from 05:00PM – 09:00PM
- Servers must be well groomed

- With table arrangement/set-up

III. Amount:

- Php120,000.00

IV. Date: September 25, 2017 from 05:00PM – 09:00PM

V. Payment Procedure:

- Government Procedure

VI. Contact Persons:

- Kytlin Kyla Principio  
Office of Industry Manpower  
(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/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. Original or certified true copy of duly notarized Omnibus Sworn Statement
4. 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** 10/09/2018

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