



Bid Notice Abstract

Request for Proposal (RFP)

Reference Number	8085134
Procuring Entity	DEPARTMENT OF TOURISM
Title	Procurement of Consulting Services for the Anilao Underwater Shootout 2021 Technical Competition Management and Oversight
Area of Delivery	Batangas

Solicitation Number:	RFP No. 2021 - 10 - 0134	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	4
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Consulting Services	Document Request List	0
Category:	Consulting Services	Date Published	15/10/2021
Approved Budget for the Contract:	PHP 990,000.00	Last Updated / Time	14/10/2021 14:20 PM
Delivery Period:	1 Month/s	Closing Date / Time	18/10/2021 14:00 PM
Client Agency:			
Contact Person:	John Paulo Samonte Francisco Administrative Assistant III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 jsfrancisco@tourism.gov.ph		

Description

TERMS OF REFERENCE

I. PROJECT TITLE

Anilao Underwater Shootout 2021 Technical Competition Management and Oversight

II. DESCRIPTION

The Anilao Underwater Shootout is a yearly underwater macrophotography competition organized and sponsored by the Philippine Department of Tourism in cooperation with resort owners, dive operators, dive masters, and local Mabini stakeholders. Competition participants may stay and dive with any resort/operator of their choosing in the Mabini, Batangas area.

The 2021 edition of the Shootout will be a five-day event from December 1 to 5, 2021 with the following components:

- Dive Guides and Spotters Briefing: November 30, 2021 – 1 day before the event
- Competition Briefing (Hybrid): December 1, 2021
- Registration (On-site + Satellite Venues in Anilao): December 1 to 4, 2021
- 4-day competition / shootout proper: December 1 to 4, 2021
- Underwater Photography Workshops (Livestream via Zoom): December 2 to 4, 2021
- Submission of photos: December 5, 2021
- Judging of Photos / Deliberation (via Zoom / digital program): December 5, 2021
- Press Conference (Hybrid): December 5, 2021

- Awarding Night (Hybrid): December 5, 2021

III. PROJECT DURATION

November 5 to December 5, 2021

IV. MINIMUM REQUIREMENTS

- Must be a Philippine organization with experience providing competition management services for at least 2 underwater photo competitions;
- Must be accredited with the Philippine Government Electronic Procurement Systems (PhilGEPS);
- Must be willing to provide services on send-bill arrangement;

V. SCOPE AND WORK DELIVERABLES

UNDERWATER PHOTO COMPETITION TECHNICAL DEVELOPMENT

1. Develop underwater photography competition mechanics including the following:
 - a. Registration Flow
 - b. Dive Guide and Spotters Code
 - c. Competition Classes and Categories
 - d. Policies on Underwater Conduct and Marine Conservation Etiquette
 - e. Guidelines for Entry Post-Processing and File Format Specifications
 - f. Criteria for Judging
2. Devise competition implementation plan that will abide by existing pandemic protocols;
3. Conduct underwater briefing for participating dive guides and dive spotters on November 30, 2021;
4. Conduct competition mechanics briefing for competition participants on December 1, 2021;
5. Conduct photo judging procedure briefing for competition judges on December 2, 2021;
6. Manage and respond to technical competition queries, including competition mechanics and the judging/deliberation process for the period of November 15 to December 5, 2021;
7. Oversee participant registration and entry submission from December 1 to 5, 2021;
8. Manage and implement entry deliberation and judging through a competition photo judging software;
9. Provide technical assistance to competition judges during photo deliberation process;
10. Develop prize assignment matrix based on competition categories.

COMPETITION PRIZES

1. Assist in securing and sourcing sponsorships from underwater photography equipment and dive gear brands for giveaways and competition prizes
2. Identify and purchase underwater photography and dive equipment and accessories to be given as prizes to major competition winners
3. Prepare and organize the prizes accordingly on the day of the Closing and Awarding Ceremony

VI. BUDGET

The total working budget is NINE HUNDRED NINETY THOUSAND PESOS (P990,000.00) and should cover all requirements enumerated above.

VII. PAYMENT TERMS

- First Tranche: 30% upon submission of approved competition mechanics;
- Second Tranche: 70% upon completion of the project requirements and submission of a terminal report.

VIII. SHORTLISTING CRITERIA

A. APPLICABLE EXPERIENCE OF THE CONSULTANT

1. Relevance of company portfolio to the project

Bidder has completed 2 underwater photo competition projects.	50
Bidder has completed 1 underwater photo competition project.	30
Bidder has not completed any underwater photo competition project.	0

B. QUALIFICATION OF PERSONNEL WHO MAY BE ASSIGNED TO THE JOB

1. All assigned personnel have experience implementing at least 2 underwater photo competition projects.

30	
All assigned personnel have experience implementing at least 1 underwater photo competition project.	20
Assigned personnel have no experience implementing underwater photo competition projects.	0

C. CURRENT WORKLOAD RELATIVE TO CAPACITY

1. Number of on-going similar and related projects relative to capacity

1 or more on-going similar and related projects with contract cost equal or greater than the ABC (P990,000.00)	20
No on-going similar and related projects with contract cost equal or greater than the ABC (P990,000.00)	10
Total	100

Passing Rate 70
 IX. CONTACT PERSON
 Contact Persons : Celstine Sy
 Email Address : ctsy@tourism.gov.ph
 APPROVED:
 RENEE MARIE N. REYES
 Director
 Office of Product and Market Development

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Consulting Services	Procurement of Consulting Services for the Anilao Underwater Shootout 2021 Technical Competition Management and Oversight	1	Lot	990,000.00

Other Information

Eligibility Requirements

1. Registration Certificate from Security and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives.
2. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zone Area,

In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within period prescribed by the local government unit.

For individual consultants not registered under a sole proprietorship, a BIR Certificate of Registration shall be submitted, in lieu of DTI registration and Mayor's/Business permit.
3. PhilGEPS Registration Number
4. Latest Income/Business Tax Return (For ABC above Php500, 000.00)
5. Professional License/Curriculum Vitae
6. List of key personnel to be assigned to the contract to be bid, with their complete qualification and experience data.
7. Statement of the prospective bidder of all its ongoing and completed government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the relevant period as provided in the Terms of Reference. (See attached Annexes TD 1 & 2)
8. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement

Note: Kindly submit your proposals together with your eligibility requirements thru email and sent it to jsfrancisco@tourism.gov.ph on or before 18 October 2021 at 02:00 pm. Late and unsigned proposals shall not be accepted.

Created by John Paulo Samonte Francisco

Date Created 14/10/2021

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