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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6586768
Procuring Entity DEPARTMENT OF TOURISM
Title MEDIA FAMILIARIZATION TOUR OF BAGUIO CITY on November 15-17, 2019
Area of Delivery

Solicitation Number:	2019-10-0277	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	2
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	2
Classification:	Goods	Document Request List	0
Category:	Travel, Food, Lodging and Entertainment Services	Date Published	25/10/2019
Approved Budget for the Contract:	PHP 200,000.00	Last Updated / Time	28/10/2019 15:33 PM
Delivery Period:		Closing Date / Time	30/10/2019 14:00 PM
Client Agency:			
Contact Person:	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

Media Familiarization Tour of Baguio (3D/2N)
 LOCATION & VENUE: BAGUIO CITY, BENGUET
 PERIOD COVERED: NOVEMBER 15 - 17, 2019
 (charged to: 2019 OPAA GAA Budget)

I. MINIMUM REQUIREMENTS FOR SUPPLIER:

1. Must be DOT-accredited travel and tour agency
2. Must be registered with PHILGEPS
3. Must provide specific breakdown of prices and service in the quotation
4. Amenable to government procedure or send-bill arrangement
5. Must submit all required documents for payment purposes

II. SCOPE OF WORK DELIVERABLES:

1. Transportation Service for 10 pax
Destination: BAGUIO CITY
Itinerary: DOT MAKATI / BAGUIO CITY /DOT MAKATI
Vehicle Type: at least a 14-seater capacity passenger van with ample

headroom, legroom and space for large media equipment or a 14-seater capacity all terrain utility van complete with pilot seats, ample headroom, legroom and space for large media equipment
 Inclusion: fully airconditioned, clean with mobile WIFI
 November 15, 2019 (Friday) - Manila to Baguio City; PM-City Tour
 November 16, 2019 (Saturday) – continuation of City Tour (whole day)
 November 17, 2019 (Sunday) – Baguio City to Manila
 ***Inclusive of travel insurance, tour guide, entrance fees, vehicle, toll fees, parking fees, driver, driver's meals, fuel
 2. Room Accommodation for 10 pax for 2 nights at a hotel
 5 twin-sharing rooms, fully airconditioned, clean
 Check-In Date: November 15, 2019 (Friday)
 Check-Out Date: November 17, 2019 (Sunday)
 ***Inclusive of Breakfast, free use of hotel amenities (pools, parking area and free WIFI internet)
 3. Full Board Meals (AM and PM snacks, lunch and dinner),
 ***Inclusive of meals/snacks while in transit, mineral water and juices
 4. Provision for E-VAT and other government taxes
 5. Amenable to government procedure or send-bill arrangement

III. APPROVED BUDGET FOR THE PROJECT:
 TOTAL APPROVED OPAA BUDGET: P 200,000.00

IV. CONTACT PERSON: RAMON REBULADO
 Information Officer II
 Office of Public Affairs and Advocacy (OPAA)
 Tel. No.: 459-5200 local 316
 Email Address: rebramon@yahoo.com

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)
 Or Official Receipt as a Proof of payment for the Renewal of Business Permit
2. Philgeps Registration Number or Cert. of Platinum Membership in lieu of Mayor's Permit and Philgeps registration Number
3. Latest Income or 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 our Solicitation Number or Reference Number, Company Name addressed to Ms. Teresita A. Romanes at DOT Bldg., 4th Floor, #351 Sen. Gil Puyat Avenue, Makati City.

Remarks

No bid received, submission of quotation extended until Oct. 30, 2019 at 2 pm.

Created by TERESITA A. ROMANES

Date Created 24/10/2019

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