

**REQUEST FOR QUOTATION**

**Calibrated Tourism Circuit Validation for Quezon Province**

**TECHNICAL SPECIFICATIONS**

<b>Unit</b>	<b>Item Description</b>	<b>Quantity</b>
pax	Meals	
	<b>Breakfast</b>	25
	March 22, 2021 25 pax x 1 day	
	<b>Snacks AM/PM</b>	
	March 22 - 23, 2021 25 pax x 2days x 2 snacks	100
	<b>Lunch</b>	50
	March 22 - 23, 2021 25 pax x 2 days	
	<b>Dinner</b>	
	March 22, 2021 25 pax x 1day	25
Unit	<b>Transportation Van Hire</b>	
	March 22 - 23, 2021 3 units x 2 days	3
Unit	<b>Accommodation</b>	
	March 22 - 23, 2021 (Overnight) Accommodation for 25 pax 12 rooms x 24 pax (2 pax per room) 1 room for 1 pax	13
	*Additional charges may occur during the conduct of the activity	

**Approved Budget for the Contract (ABC): PhP 166, 270.00**

## **TERMS OF REFERENCE**

### **I. PROJECT WORK DETAILS**

#### **RATIONALE OF THE PROJECT**

The Department of Tourism Region IV-A will conduct an assessment and calibration of tour packages for the prioritization of the identified Tourism Circuit Cluster of the Province of Quezon. The validation of the identified tourism circuit is one of the essential steps in its development, taking into account the specific measures of readiness and quality of tourism products (sites and attractions) that will be promoted and marketed under the DOT Region IV – A's flagship program for tourism recovery and response under the new normal, *The Green Corridor Initiative*.

These 'green corridors' play an important role in maintaining regional biodiversity, improving environmental quality, offering economic resilience opportunity as well as protecting heritage and culture in the new normal.

#### **PRIORITY TOURISM CIRCUITS**

The Province of Quezon will feature the REINA Tourism Circuit, showcasing the tourism attractions and destinations in Real, Infanta and General Nakar, as its flagship tourism circuit model for *The Green Corridor Initiative*.

#### **VALIDATION OF PRIORITY TOURISM CIRCUITS**

The validation process of the Tourism Circuits will include different activities in various destinations in the identified tourism circuit. The participants will be able to validate and assess the distinct tourism products in the REINA Tourism Circuit under the new normal such as: (1) measurement of tourism viability of attractions and destinations under the new normal, (2) inspection of the implementation of health and safety protocols, and (3) assessment for contemporary and timely marketing strategy.

#### **SUPPORT AND PARTICIPATION OF THE STAKEHOLDERS**

The target tourism industry stakeholders that will participate in the validation are the following:

- Representatives from Quezon Province Association of Travel and Tour Agencies (QUEPATTA)
- Representatives from Tourism Organization of Quezon Province Philippines, Inc. (TOQPPI)
- Media Representative from Philippine Information Agency (PIA)
- Provincial and Municipal Tourism Officers
- Domestic Tourism Product and Market Development Task Force headed by Atty. Guiller Asido
- Tourism Promotions Board (TPB)
- Department of Health (DOH) Region IV-A

#### **DOT DOMESTIC PROMOTION FOR RECOVERY**

The initiative of the DOT to develop tourism products to support Domestic Tourism is one of the key components of the Tourism Recovery and Response Plan (TRRP). The program will streamline development efforts in close coordination with the local government units for the re-opening of tourism destinations and attractions, to ensure that the public minimum health and safety protocols are proper implemented to mitigate the spread of COVID-19.

#### **OTHER INFORMATION**

\*The winning bid shall be based on the proposal with the most advantageous package cost, provided that it has met all the financial and technical requirements.

\*The winning bidder must be willing to wait at least 30 working days for the government payment facilitation process.

#### **INSTRUCTION TO BIDDERS**

1. All quotation must be submitted hand carry or courier service to DOT Region IV-A G/F Dencris Business Center Building, National Highway, Brgy. Halang, Calamba City, Laguna.
2. Proposed bid should be sealed, addressed to BAC Secretariat, and indicate the SOLICITATION NUMBER
3. The BAC Secretariat will not ACCEPT proposals/quotations that will be sent through email.

## II. TERMS OF AGREEMENT

1. The SERVICE PROVIDER shall provide the following requirements to efficiently conduct the activity:

Description	Breakdown	Quantity	Unit Cost	Total Cost
Meals	<b>Breakfast</b> March 23, 2021 25 pax x 1 day	25	300.00	7,500.00
	<b>Snacks AM/PM</b> March 23 – 24, 2021 25 pax x 2days x 2 snacks	100	200.00	20,000.00
	<b>Lunch</b> March 23 – 24, 2021 25 pax x 2 days	50	400.00	20,000.00
	<b>Dinner</b> March 23, 2021 25 pax x 1 day	25	400.00	10,000.00
Van Hire	March 23 – 24, 2021 3 units x 2 days	3	14,590.00	43,770.00
Accommodation	March 23 – 24, 2021 (Overnight) Accommodation for 25 pax 12 rooms x 24 pax (2 pax per room) 1 room for 1 pax	13	5,000.00	65,000.00
	<i>*Additional charges may occur during the conduct of the activity</i>			
			<b>TOTAL COST</b>	<b>Php 166,270.00</b>

2. The SERVICE PROVIDER shall facilitate a process whereby project goods, works and services are procured in a timely manner in accordance with the best international practice, agreed procurement strategy, technically sound and economically efficient procedures and specifications and standard documentation of the DOT Region IV – A and in compliance with the procurement policies and rules.
3. The SERVICE PROVIDER shall submit six (6) copies of the bidding documents sealed in an envelope, addressed to Ms. Marites T. Castro, BAC Chairman of the Department of Tourism Region IV – A.
4. The SERVICE PROVIDER shall have the responsibility for day-to-day management and coordination on the project; shall assist the Regional Office in the first implementation of the project, while also keeping the Regional Office updated as to the status of the project and any issues which might arise.
5. The SERVICE PROVIDER shall provide the required services in case additional charges will occur during the conduct of the activity.
6. The SERVICE PROVIDER will be paid after the services had been done.
7. The SERVICE PROVIDER should preferably be from the CALABARZON Region.

## Eligibility Requirements

1. Philgeps Registration
2. Bid Security
3. Department of Trade and Industry (DTI) business name registration or SEC Registration Certificate, whichever may be appropriate under existing laws of the Philippines, supported with the necessary information using the prescribed forms
4. Valid and current Mayor's permit/municipal license
5. Statement of ongoing Government and private contracts including contracts awarded but not yet started
6. Statement of all Completed Government and private contracts which are similar in nature
7. Statement of Single Largest Completed Contract
8. Tax Clearance
9. Audited financial statements, stamped "received" by the BIR or its duly accredited and authorized institutions, for the immediately preceding calendar year, showing among others the total current assets and current liabilities
10. Omnibus sworn statement by the prospective bidder or its duly authorized representative in the form prescribed by the GPPB as to the following:
  - a. Statement of the prospective that it is not "blacklisted" or barred from bidding by the Government or any of its agencies, offices, corporations or LGUs, including non-inclusion in the Consolidated Blacklisting Report issued by the GPPB or CIAP
  - b. Certification under oath that each of the documents submitted in satisfaction of the eligibility requirements is an authentic copy of the original, or a true and faithful reproduction of the original, complete, and that all statements and information provided therein are true and correct.
  - c. Letter authorizing the TSU BAC or its duly authorized representative/s to verify any or all of the documents submitted for eligibility check
  - d. Statement that the signatory is duly authorized representative of the prospective bidder, and granted the full power and authority to do, execute and perform any and all acts necessary and/or to represent the prospective bidder in the bidding
  - e. Sworn Affidavit of compliance with the Disclosure Provision under Section 47 of the Act in relation to other provisions of RA 3019
  - f. Statement that it complies with the responsibilities of a prospective bidders or eligible bidder
  - g. Duly notarized Certificate in compliance with existing labor laws and standards, in the case of procurement services
11. Net Financial Capacity

Partial bids are allowed. All goods are grouped in lots listed above. Bidders shall have the option of submitting a quotation on any or all lots and evaluation and contract award will be undertaken on a per lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding evaluation, and contract award.

Note: Kindly submit your quotations together with your eligibility requirements thru your preferred courier with details as follows:

### **BAC SECRETARIAT**

*Department of Tourism - CALABARZON  
G/F Dencris Business Bldg.  
National Highway, Halang, Calamba City*

Deadline of submission is on or before **18 March 2021 at 8:00 am**. Late and unsigned quotations shall not be accepted.