



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6154200
Procuring Entity DEPARTMENT OF TOURISM
Title Dive Spotters Training Program- June 5-7, 2019
Area of Delivery

Solicitation Number:	2019-04-0064	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	2
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Travel, Food, Lodging and Entertainment Services	Date Published	17/04/2019
Approved Budget for the Contract:	PHP 600,000.00	Last Updated / Time	16/04/2019 17:12 PM
Delivery Period:		Closing Date / Time	22/04/2019 16:00 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

I. BIDDER : Service Provider

II. PROJECT TITLE : Dive Spotters Training Program

III. PROJECT DATE : June 5 to 7, 2019

IV. MINIMUM REQUIREMENTS :

1. Must be accredited by the DOT
2. Must be willing to provide services on send-bill arrangement
3. Preferably specializing in handling dive groups and have handled dive groups in the last three years

V. SCOPE AND WORK DELIVERABLES

1. Provision of travel insurance for each participant in case of emergency trip cancellation or emergency trip termination;
2. Ground arrangement for tour package, environmental fees, marine dive fees, portage fees, roundtrip transfers with provisions for transportation of luggage, diving with dive equipment/gear/boat rental, service of dive masters/guides, single/twin sharing accommodation, and full board meals);
3. Provision of first aid medical kit for the participants;
4. Van Rental (inclusive of professional driver fees, driver's accommodation and meals, and applicable toll fees)
 Date No. of Units Capacity and Route
 June 5 to 8, 2019 1 van Van Seating Capacity: 10 pax per van
 *Van to standby in Anilao in case of emergencies
 Route: Metro Manila to Anilao, Batangas
 Rental Period: 24 hours per day for 4 days

5. Accommodation (PCSSD Accredited Dive Resort within Bagalangit, Mabini, Batangas)

Participants Room Type Meals Check In Check Out Dives
 Facilitator Single Occupancy Full Board June 5 June 7 2
 DOT Coordinator 1 Twin Share Full Board June 5 June 7 2
 DOT Coordinator 2 2
 Participant 1 Twin Share Full Board June 5 June 7 2
 Participant 2 2
 Participant 3 Twin Share Full Board June 5 June 7 2
 Participant 4 2
 Participant 5 Twin Share Full Board June 5 June 7 2
 Participant 6 2
 Participant 7 Twin Share Full Board June 5 June 7 2
 Participant 8 2
 Participant 9 Twin Share Full Board June 5 June 7 2
 Participant 10 2
 Participant 11 Twin Share Full Board June 5 June 7 2
 Participant 12 2
 Participant 13 Twin Share Full Board June 5 June 7 2
 Participant 14 2
 Participant 15 Twin Share Full Board June 5 June 7 2
 Participant 16 2

Participant 17 Twin Share Full Board June 5 June 7 2
 Participant 18 2
 Participant 19 Twin Share Full Board June 5 June 7 2
 Participant 20 2

6. Other Meals

Date No. of Pax Remarks

June 5 3 pax Ala-Carte Lunch en-route to Anilao, Batangas
 June 8 3 pax Ala-Carte Dinner en-route to Manila

7. Hiring of a professional trainer to undertake the following tasks related to the training program:

- a. Prepare training module with the following components:
- i. Marine Habitat and Residents
 - ii. Bonfire/Blackwater Orientation and Spotting Procedures
 - iii. Dive Spotter Skills, Equipment, Procedures/Guidelines
 - iv. First Aid and CPR
 - v. Photography Basics
 - vi. Practical Skills Test for Underwater Photography Guiding and
- b. Provide training materials such as the following:
- i. 25 pcs Philippine Fish and Invertebrate ID Book
 - ii. 25 pcs First Aid Kits
 - iii. 4 pcs CPR Dummies

VI. BUDGET

Total budget for this project is PhP 600,000.00.

The winning bidder 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.

VII. CONTACT PERSON

Contact Person : Celstine Joyce T. Sy
 Office : Office of Product and Market Development – Dive
 Contact Number : 459 5200 local 509
 Email Address : ctsy@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	16/04/2019

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