

REQUEST FOR QUOTATION

Conduct of Inspection Validation of Tourism Enterprises (facilities and services) applying for Accreditation
TECHNICAL SPECIFICATIONS

Unit	Item Description	Quantity	Unit Cost
	Ground Handling services for the transportation, hotel accommodation with breakfast requirements for Quezon Province (to include gasoline, toll/parking fee, driver's meals, and accommodation)		
	Van Hire for Cavite, Laguna, Batangas and Rizal Province (to include gasoline, toll/parking fee, driver's meals)		
Unit	Van Hire		
	Quezon Province - 4 days (Apr 19-22, 2021)	1	7000/day
	Rizal Province - 4 days (Apr 19-22, 2021)	1	6750/day
	Cavite Province - 4 days (Apr 27-30, 2021)	1	6500/day
	Laguna Province - 4 days (Apr 27-30, 2021)	1	6000/day
	Batangas Province - 4 days (May 3-7, 2021)	1	6000/day
	*** Note: 2 vans for Apr 19-22 & Apr 27-30, 2021 while 1 van for May 3-7, 2021 Dates may change depending on the community quarantine situation****		
Unit	Accommodation		
	Quezon province - (3 nights April 19 to 22, 2021)	3	1500/day
	3 single rooms for 4 days/3 nights with breakfast included		
	nothing follows		
Approved Budget for the Contract (ABC): PhP 148,500.00			

TERMS OF REFERENCE

I. PROJECT:

Inspection/ Validation of Tourism Enterprises (facilities and services)
Applying for DOT Accreditation

II. PROCUREMENT REQUIREMENTS

- Ground handling service in terms of transportation, hotel accommodation with breakfast for Lot 1 (to include gasoline, toll fee, driver's meals and accommodation)
- DOT accredited
- Van hire for Lot 2, 3, 4 and 5 (to include gasoline, toll fee, driver's meals)
- DOT accredited
- Willing to provide services on a send-bill arrangement

Scope of Work/ Deliverables

Lot 1 – Van hire and 3-night Hotel Accommodation for Quezon (April 19 to 22, 2021)

Transportation service requirement

- Land transportation to service the DOT CALABARZON Accreditation officers during the inspection/ validation of tourism enterprises applying for DOT accreditation

Must be DOT accredited

Hotel Accommodation for 3 single occupancy rooms, 3 nights, with breakfast included

- Total Number of Rooms: 3 single rooms (Php 1,500/pax/day)
- With Breakfast
- DOT accredited (if available in the area)

Lot 2 – Van hire for Rizal (April 19 to 22, 2021)

Transportation service requirement

- Land transportation to service the DOT CALABARZON Accreditation officers during the inspection/ validation of tourism enterprises applying for DOT accreditation

Must be DOT accredited

Lot 3 – Van hire for Cavite (April 27 to 30, 2021)

Transportation service requirement

- Land transportation to service the DOT CALABARZON Accreditation officers during the inspection/ validation of tourism enterprises applying for DOT accreditation

Must be DOT accredited

Lot 4 - Van hire for Laguna (April 27 to 30, 2021)

Transportation service requirement

- Land transportation to service the DOT CALABARZON Accreditation officers during the inspection/ validation of tourism enterprises applying for DOT accreditation

Must be DOT accredited

Lot 5 – Van hire for Batangas (May 3 to 7, 2021)

Transportation service requirement

- Land transportation to service the DOT CALABARZON Accreditation officers during the inspection/ validation of tourism enterprises applying for DOT accreditation

III. BUDGET: Php 148,500 inclusive of tax

IV. PROJECT OFFICER/ CONTACT PERSON:

AIMEE LAURICE D. ESCANDOR

Tourism Operations Officer I

Accreditation Unit

Noted by:

MARITES L. BALLESTER

Supervising TOO

Accreditation Unit

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 **5 April 2021 at 8:00 am**. Late and unsigned quotations shall not be accepted.