



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6772111
Procuring Entity DEPARTMENT OF TOURISM
Title EXPLORATORY SALES MISSION IN GUAM (February 16 to 21, 2020)
Area of Delivery

Solicitation Number: 2019-12-0396	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	20/12/2019
Approved Budget for the Contract: PHP 912,448.00	Last Updated / Time	19/12/2019 18:17 PM
Delivery Period:	Closing Date / Time	23/12/2019 10:00 AM
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

1. EVENT: EXPLORATORY SALES MISSION IN GUAM (February 16 to 21, 2020).
2. REQUIREMENT: SERVICE PROVIDER FOR NETWORKING DINNER AND LUNCH MEALS AND TRANSPORTATION
3. DESCRIPTION:

Feb. 17, 2020 Networking Dinner with Selected Government Team (25 pax)
Inclusive of the following:

 - Basic AVP requirements – 2 microphones, projector and screen
 - Maximum of 3 hour usages
 - Set menu (Appetizer, Salad, Starch, Entrée, Bread and Dessert)
 - 1 round of iced tea, coffee or water

Feb. 18, 2020 Networking meeting with Government Officials/MWR people

 - Buffet lunch meeting at a local restaurant with 1 round of iced tea (15 pax) only

Feb. 19, 2020 Networking meeting with Insurance Companies and Radio Stations

 - Buffet lunch meeting at a local restaurant with 1 round of iced tea (15 pax) only

Feb. 20, 2020 Networking meeting with Corporate Accounts

- Buffet lunch meeting at a local restaurant with 1 round of iced tea (15 pax) only

Feb 16 to 21, 2020 Transportation:

Inclusion of the following:

- Private roundtrip Airport Transfer
- Daily Transfers for meetings (within Guam City Centre), 15 seater coach, maximum of 10 hour drives
- Meet and Greet Service upon arrival
- Visa and Assistance Fee

4. ESTIMATED AMOUNT: Php 912,448.00

5. PAYMENT: GOVERNMENT PROCEDURE

6. CONTACT PERSON: MARCOS S. ARADANAS

OPMD-Guam

351 Department of Tourism Building

Sen. Gil Puyat Avenue, Makati City

Mobile Phone: 0916-7458362

Prepared by: Noted by:

MARCOS S. ARADANAS RAYMUND GLEN A. AGUSTIN

Senior TOO Chief, Market Development Division

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.

Created by TERESITA A. ROMANES

Date Created 19/12/2019

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