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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6597331
Procuring Entity DEPARTMENT OF TOURISM
Title On-Site Visit and Pilot Testing of the Development of the Philippine Sustainable Tourism Dev't. Guidedbook /Baguio City- November 10-13, 2019

Area of Delivery

Solicitation Number:	2019-10-0281	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	29/10/2019
Approved Budget for the Contract:	PHP 140,631.58	Last Updated / Time	28/10/2019 15:57 PM
Delivery Period:		Closing Date / Time	04/11/2019 16:02 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

Tour Operator

On-Site Visit and Pilot Testing of the Development of the Philippine Sustainable Tourism Development Guidebook
10-13 November 2019 | Baguio City

I. Background

The Philippine Sustainable Tourism Development Guidebook is a manual of references and checklist in connection with the framework, approaches, and measures on ensuring sustainable tourism development in the local setting. With the ASEAN Sustainable and Inclusive Tourism Assessment Tool (ASITAT), the Global Sustainable Tourism Council (GSTC) Criteria as its primary reference material, the Guidebook seeks to serve as the baseline standards for sustainable development in travel and tourism in the Philippines.

II. Items / Services

Accommodation

- Must provide accommodation at a DOT Accredited Hotel within Camp John Hay, preferably a ASEAN Green Hotel Awardee or Zero Carbon Resorts project participating hotel
- Room requirements: 10-13 November 2019, (3) nights
 - o Two (2) single occupancy rooms

- o One (1) twin room
- Must be inclusive of complimentary breakfast
- Must provide complimentary internet access
- Must provide complimentary parking spaces

Meals

- Provision of meals during the period of 10-13 November 2019 for Consultants, Key Informants and DOT Project Team
- Breakdown of meal requirement as follows:

Meals 10 Nov. (SUN) 11 Nov. (MON) 12 Nov. (TUE) 13 Nov. (WED)

AM Snack n/a good for 10 pax (light snack for project team and key informants) good for 6 pax (light snack for project team) n/a

Lunch good for 4 pax

(en route Baguio) good for 6 pax

(including officer from DOT CAR) good for 6 pax

(including officer from DOT CAR) good for 4 pax

(en route Manila)

PM Snack good for 4 pax

(light snacks) good for 10 pax (light snack for project team and key informants) good for 6 pax (light snack for project team) n/a

Dinner good for 6 pax, preferably on the hotel accom's restaurant

(preparatory meeting with officers of DOT CAR) good for 6 pax

(including officer from DOT CAR) good for 6 pax

(including officer from DOT CAR) n/a

Transportation

- Provision of Tourist Van (Captain Seats / Super Grandia) from 10-13 November 2019 for the itinerary Manila-Baguio-Manila (shall be used for transportation within the Baguio City and environs).

o ETD from Manila 10 AM, 10 November 2019

o ETA at Manila, 3 PM, 13 November 2019

- Must be inclusive of fuel, toll and parking fees, driver's fee, accommodation, meals, and all applicable charges

III. Total Amount for the Project: Php 140,631.58 (inclusive of all taxes)

IV. Other Requirements: Must be a DOT Accredited Travel and Tour Operator

V. Payment: Government Procedure

VI. Contact Details:

Mr. Jaime Victor Bayhonan

Policy Formulation and International Cooperation Division

459-5200 to 30 local 514

pdot.pficd@gmail.com, jv.bayhonan@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)

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 28/10/2019

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