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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 6707564  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Ecotourism M&E and Statistical Framework Workshop|Angeles City,Pampanga-December 11-13, 2019

#### Area of Delivery

<b>Solicitation Number:</b>	2019-11-0349	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services	<b>Date Published</b>	29/11/2019
<b>Approved Budget for the Contract:</b>	PHP 446,000.00	<b>Last Updated / Time</b>	29/11/2019 00:00 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	02/12/2019 14:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	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 / Ground Arrangements  
Ecotourism M&E and Statistical Framework Workshop  
11-13 December 2019 I Angeles City, Pampanga

##### I. BACKGROUND

The National Ecotourism Strategy and Action Plan (NESAP) 2013-2022 provides the roadmap for ecotourism development and promotion in the Philippines with the overall goal to develop and manage globally competitive ecotourism sites and products that will contribute to inclusive growth. Part of the activities outlined in the NESAP is the development of an Ecotourism Monitoring and Evaluation (M&E) Framework to assess the performance and the effectiveness of strategies identified in the Plan. Furthermore, the development of a Statistical Framework is also being pursued to harmonize various statistical initiatives to establish ecotourism data, and measure the share of Ecotourism in the country's tourism industry.

In this regard, a workshop will be conducted among the members of the Ecotourism Technical Working Group (ETWG) to formulate the Ecotourism M&E and Statistical Framework, in conjunction with the regular ETWG meeting agenda.

##### 1. Accommodation

-  Must be DOT Accredited
-  Preferably in Angeles City, Pampanga

**FO** **DB** All rooms must be inclusive of breakfast, complimentary Wi-fi access on all rooms and public areas, and drinking water/coffee/tea

**FO** **DB** Single/twin-sharing rooms for 2 nights

- Room Quantity: 13 twin-sharing rooms
- Number of nights: Two (2) nights
- Check In: 11 December 2019
- Check Out: 13 December 2019

Sub-Total Amount: Php 156,000.00

## 2. Meals and Venue Package

**FO** **DB** Must be same or adjoining DOT Accredited Hotel

**FO** **DB** Must be able to accommodate guests with dietary restrictions (i.e. vegetarian, food allergies, diabetic, etc.)

**FO** **DB** Must include the following services and amenities at the function room:

- o Free flowing coffee and tea
- o Mint/candies/chips
- o Complimentary conference Wi-fi access
- o PA system
- o 3 wireless microphone
- o Whiteboard, flipchart, marker, and eraser
- o Paper / notepad and pencil
- o LCD projector to be used on 11-13 December 2019

**FO** **DB** Inclusive of full board meals for 25 pax (AM and PM snack, and buffet lunch) on 11-12 October 2019:

- o 11 October 2019 (buffet lunch, and PM snack)
- o 12 October 2019 (AM snack, buffet lunch, and PM snack)

Sub-Total Amount: Php 75,000.00

## 3. Meals

- Must provide buffet dinner for 25 pax on 11-12 December 2019

Sub-Total Amount: Php 40,000.00

## 4. Transportation

**FO** **DB** Must be DOT Accredited Tourist Transport

**FO** **DB** Must provide 1 unit of air-conditioned 49-seater tourist bus to be used on 11-13 December 2019

**FO** **DB** Departure date and time from DOT Makati: 11 December 2019 at 09:00 A.M.

**FO** **DB** Departure date and time from Angeles City, Pampanga: 13 December 2019 at 05:00 P.M.

**FO** **DB** Provision of focal person / dispatcher

**FO** **DB** Inclusive of fuel, parking fees, toll fees, accommodation, and meals of drivers

Sub-Total Amount: Php 100,000.00

## 5. Technical Tour to an Ecotourism Site

**FO** **DB** Day tour for 25 pax to Puning Hot Spring, Brgy. Sapang Bato, Angeles City on 13 December 2019.

**FO** **DB** Must include the following:

- o Buffet lunch
- o Transportation (4x4)
- o Tour guide
- o Entrance/environmental fees, and other fees

Sub-Total Amount: Php 75,000.00

## 6. Others

**FO** **DB** Tour operator must be DOT Accredited

**FO** **DB** List of attendees and Program of Activities are attached for reference

Approved Budget for Contract: PhP 446,000.00

Contact Person:

Mr. Filbert Ian A. Tan

Tourism Development Planning Division

Contact No.: 459-5200 to 30 local 516

Email Address: fatan@tourism.gov.ph | tdpd@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** 28/11/2019

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