



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 7653393
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Services of a DOT - Accredited Tour Operator for the Conduct of Hybrid Hosting of the Pacific Asia Travel Association (PATA) Virtual Adventure Travel Conference and Mart 2021

Area of Delivery

Solicitation Number: 2021 - 04 - 0035	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	29/04/2021
Approved Budget for the Contract: PHP 832,492.60	Last Updated / Time	28/04/2021 15:35 PM
Delivery Period:	Closing Date / Time	03/05/2021 12:00 PM
Client Agency:		
Contact Person: John Paulo Samonte Francisco Administrative Officer I 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 psfrancisco.logistics@yahoo.com		

Description

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SERVICES OF A TRAVEL AND TOUR OPERATOR
FOR THE HYBRID HOSTING OF THE
PACIFIC ASIA TRAVEL ASSOCIATION (PATA)
VIRTUAL ADVENTURE TRAVEL CONFERENCE AND MART (vATCM) 2021
25-27 May 2021
Clark, Pampanga, Philippines
Terms of Reference (As of 22 April 2021)
Background
The PATA Adventure Travel Conference and Mart is normally a three-day niche event consisting of both conference and travel mart components. The event brings together tourism professionals from the public and the private sector to discuss the creation of new opportunities in promoting environmental protection and social sustainability, and address the issues faced by adventure travel, responsible, and sustainable tourism industries.
Due to the current situation, PATA is looking at organizing the event through a 2-day virtual conference and travel mart in May 2021, consisting of four main parts:
1. Travel Mart: For Filipinos and international sellers with 60 local and international sellers and the same number of international buyers to match;
2. Conference: Online insights and educational sessions;
3. Networking: An online networking platform for all delegates to network and exchange their ideas;
4. Games and Destination Experiences: Online games and live destination experiences will be included in the programme to provide delegates with incentives and entertainments.
Legal Basis
Pursuant to Section 12(I) of Republic Act No. 9593 (Tourism Act), the Office of Tourism Development Planning, Research and Information Management (OTDPRIM) under the Tourism Development (TD) Sector is mandated to pursue the Department's interests in multilateral, international and regional tourism cooperation, agreements and treaties.
Action

To support the economy of reopened destinations, the Philippines will host the PATA vATCM on hybrid mode by inviting onsite participants within the areas near Clark, Pampanga. In this regard, the Department is in need of a services of a travel and tour operator for the requirements of transportation, site inspection, meals and provision of antigen and RT-PCR Tests.

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A) Requirements

1. Travel and tour operator must be DOT accredited;
2. Must be able to provide the following for the event proper on 26-27 May 2021:
 - a. Antigen tests good for 80 pax for 2 days
 - b. Meals for pre and post event good for 15 pax for 2 days
 - i. AM, PM Snacks
 - ii. Lunch
 - iii. Dinner
 - c. Transportation for delegates within the Clark area with designated stops good for 2 days for 50 pax (observing social distancing, health and safety protocols)
 - d. Transportation for the DOT/TPB Secretariat from Manila-Clark-Manila and a standby vehicle for 3 days;
3. Must be able to provide the following for the site inspection (dates to be confirmed)
 - a. RT-PCR Tests for 4 pax
 - b. Accommodation requiring 2 Rooms with twin sharing occupancy in the venue of the PATA vATCM for 2 nights inclusive of breakfast
 - c. Lunch and Dinner good for 10 pax for three days
 - d. Van rental for Manila-Clark-Manila and within Clark for 3 days

D) Approved Budget and Mode of Payment

The Approved Budget for the Contract is Eight Hundred Thirty-Two Thousand Four Hundred Ninety-Two and 60/100 Pesos (Php 832,492.60) inclusive of all taxes.

E) Documents to be submitted:

1. Mayor’s/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zone Area;
2. In cases of recently expired Mayor’s/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within period prescribed by the local government unit;
3. PhilGEPS Registration Number;
4. Latest Income/Business Tax Return (For Budget above PhP 500,000.00);
5. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement;
6. DOT Accredited Certificate

F) Terms of Payment

Establishment must be amenable to send-bill arrangement.

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G) Contact Persons

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Noted By:

WARNER M. ANDRADA

OIC-Director

Office of Tourism Development Planning,

Research and Information Management

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Tour Operator	Procurement of Services of a DOT - Accredited Tour Operator for the Conduct of Hybrid Hosting of the Pacific Asia Travel Association (PATA) Virtual Adventure Travel Conference and Mart 2021	1	Lot	832,492.60

Other Information

Eligibility Requirements

1. Mayor’s/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zone Area,

In cases of recently expired Mayor’s/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within period prescribed by the local government unit.

2. PhilGEPS Registration Number

3. Latest Income/Business Tax Return (For ABC above PhP500, 000.00)

4. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement

Note: Kind submit your quotations together with your eligibility requirements thru email and sent it to jsfrancisco@tourism.gov.ph on or before 03 May 2021 at 12:00 pm. Late and unsigned quotations shall not be accepted.

Created by John Paulo Samonte Francisco

Date Created 28/04/2021

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