



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6490224
Procuring Entity DEPARTMENT OF TOURISM
Title Familiarization Tour for Product Managers and Travel Agents of Top Middle East Tour Operators - United Arab Emirates

Area of Delivery

Solicitation Number: 2019-09-0237	Status	Pending
Trade Agreement: Implementing Rules and Regulations		
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	3
Classification: Goods	Bid Supplements	0
Category: Travel, Food, Lodging and Entertainment Services	Document Request List	0
Approved Budget for the Contract: PHP 980,000.00	Date Published	24/09/2019
Delivery Period:		
Client Agency:	Last Updated / Time	23/09/2019 13:52 PM
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	Closing Date / Time	27/09/2019 14:00 PM

Description

TERMS OF REFERENCE

I. PROJECT

FAMILIARIZATION TOUR FOR PRODUCT MANAGERS AND TRAVEL AGENTS OF TOP MIDDLE EAST TOUR OPERATORS - UNITED ARAB EMIRATES

II. BACKGROUND

No. of Pax : 10 Middle East Product Managers and Travel Agents; 1 Market Representative, 1 Philippine Airlines Representative, and 1 DOT Staff

Date Covered : October 19 - 24, 2019

Destinations : Group I = Metro Manila – Boracay – Metro Manila (4 pax)

Group II = Metro Manila – El Nido – Metro Manila (4 pax)

Group III = Metro Manila – Bohol – Metro Manila (4 pax)

III. MINIMUM REQUIREMENTS FOR SUPPLIERS

- Must be a DOT-accredited tour operator
- Must have participated in DOT initiatives in KSA, Kuwait, Oman, and UAE
- Willing to provide services on send-bill arrangement
- Must provide tour coordinator to monitor guests and assist in the implementation of the familiarization tour.

IV. DELIVERABLES

1. ACCOMMODATION (inclusive of breakfast)

Date Location Type of Room # of Room/s # of nights

October 19, 2019
Located in Resorts World Manila
Single Occupancy
12 1
October 19 – 24, 2019 Located in Resorts World Manila Single Occupancy
1 5
October 20 - 22, 2019
Located in Station 1, Boracay Single Occupancy 4 2
Located in LIO Estate, Palawan Single Occupancy
4 2
Located in Panglao, Island Single Occupancy
4 2
October 22 - 24, 2019 Located in Resorts World Manila Single Occupancy
12 2

Note: De luxe/five star hotel (halal friendly/offering halal food)
No security deposit required
Amenable to early check-in and late check-out

2. Meals

Date Destination Lunch Dinner No. of Pax
October 19 – 23, 2019 Metro Manila X X 1
October 19, 2019 Metro Manila X X 12
October 20 – 21, 2019 Boracay X X 4
El Nido X X 4
Bohol X X 4
October 22, 2019 Metro Manila X X 12
October 23, 2019 Metro Manila X 12
3. TRANSPORTATION (inclusive of parking fees)

Date Itinerary Type of Vehicle Number of Vehicle
October 19 – 24, 2019 Whole day use Van 1
October 19, 2019 NAIA Airport – hotel and rest of the day Coaster 1
NAIA Airport - hotel Luggage van 1
October 20, 2019 Hotel – Manila domestic airport Coaster 3
Caticlan airport – hotel in Boracay Van 1
El Nido airport – hotel in El Nido Van 1
Bohol airport – hotel in Bohol and rest of the day Van 1
October 21, 2019 Bohol whole day use Coaster 1
October 22, 2019 Hotel in Boracay – Caticlan airport Van 1
Hotel in El Nido – El Nido airport Van 1
Hotel in Bohol – Tagbilaran airport Van 1
Manila domestic airport - hotel Coaster 3
October 24, 2019 Hotel - NAIA Coaster 1
Hotel - NAIA Luggage van 1

4. Tours

Date Destination Activities No. of Pax
October 21, 2019 El Nido, Palawan Rental of boat for island hopping tour and snorkeling (with gear) 4
Boracay Rental of boat for island hopping tour, snorkeling (with gear), and parasailing 4
Bohol Tarsier Sanctuary and Wave Runner Surfing Adventure in CHAP 4

5. TOUR GUIDES

DATE DESTINATION # of pax
October 19, 2019 Metro Manila 1
October 20 and 21, 2019 El Nido, Palawan 1
Boracay 1
Bohol 1

6. Travel Insurance –13 pax for 6 days

NOTE: The winning bid, however, shall be determined based on the proposal with most impressive tour components and advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.

V. BUDGET

1. Total estimated budget is Php980,000.00.
2. Bidders are required to submit a detailed breakdown of all package components.

VI. PROJECT OFFICER/CONTACT PERSON

Mr. Dakila F. Gonzales / Mr. Juanito A. Sayo
DOT OPMD –Middle East
Tel. No. 459-5200 locals 522

NOTED:

DAKILA F. GONZALES
Head, Office of Product and Market Development – Middle East

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.

Kindly submit your quotation for the purchase of the above requirement, indicating our Solicitation Number & your Company Name in a SEALED ENVELOPE, addressed to Mr. John Paulo S. Francisco at DOT Bldg., 4th Floor, Procurement Management Division, 351 Sen. Gil Puyat Avenue, Makati City

PLEASE SUBMIT THE FOLLOWING DOCUMENTS:

1. Current Mayor's/Business Permit/BIR Certification of Registration (Individual) (In case of recently expired Mayor's/Business permit, submission of the expired Mayor's/Business permit together with the Official Receipt (renewal) shall be accepted.
2. Philgeps Registration Number
3. Latest Income/Business Tax Return (For ABCs above Php500K)
4. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement (see attached form)
5. DOT Accreditation Certificate

Deadline for the submission of Quotation: on or before September 27, 2019 at 2:00 pm

Created by John Paulo Samonte Francisco

Date Created 23/09/2019

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