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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 5972354
Procuring Entity DEPARTMENT OF TOURISM
Title Quality Management System (QMS) Strategic Planning Session for FY 2019-Iloilo (January 30-Feb 02, 2019)

Area of Delivery

| | | | |
|--|---|------------------------------|---------------------|
| Solicitation Number: | 2019-01-0010 | Status | Active |
| 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 | 1 |
| Category: | Travel, Food, Lodging and Entertainment Services | Date Published | 23/01/2019 |
| Approved Budget for the Contract: | PHP 452,420.00 | Last Updated / Time | 23/01/2019 00:00 AM |
| Delivery Period: | | Closing Date / Time | 28/01/2019 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
 QUALITY MANAGEMENT SYSTEM (QMS) STRATEGIC
 PLANNING SESSION FOR FY 2019
 January 30 – February 02, 2019 | Iloilo City

1. Accommodation Requirements: Php 198,720.00
 - (Double/Twin-Sharing) (Php 3,680/Night X 18 Rooms X 3 Nights)
 - Type of Accommodation : Hotel/Resort
 - Check-In : 30 January 2019
 - Check-Out : 02 February 2019
 - Occupancy : Double/Twin Sharing
 - No. of Rooms : Eighteen (18) Rooms
 - Location of Accommodation : Within Iloilo City
 - Inclusions : Breakfast
 - : Strictly with strong Wi-Fi connection
 - : Complimentary use of Business Center
 - Must be a DOT Accredited Establishment
2. Meals and Venue Rental: Php 101,500.00
 - 2.1. Buffet Lunch and AM/PM Snacks
31 January 2019
Php 1,700/pax x 35 pax x 1 day Php 59,500.00
 - 2.2. Dinner (Outside the venue)
30-31 January 2019
Php 600/pax x 35 pax x 2 Nights Php 42,000.00

Use of Function Room

31 January 2019

- Use of LCD projector and screen and laptops
- Basic PA Sound System (e.g. microphone, speakers, and etc.)
- Extension Cords
- Strictly with strong Wi-Fi connection
- Complimentary use of Business Center

3. Ground Transportation: Php 48,000.00

Four (4) Units of Van

(Php4,000 X 4 Units x 3 days)

January 30-31 and February 02, 2019

- Service Vehicle during the event in Iloilo City
- Inclusive of the Meals of the Driver
- Inclusive of Fuel and other expenses such as toll and parking fees

4. Technical Tour for the Participatory Learning Activity Php 104,200.00

(01 February 2019)

• Meals (AM/PM Snack and Buffet Lunch/Dinner)

Php 1,520 x 35 pax x 1 day Php 53,200.00

• Transportation

Php 4,000/unit x 4 units x 1 day Php 16,000.00

• Tour Fees

Php 1,000/pax x 35 pax Php 35,000.00

5. TOTAL BUDGET: PHP 452, 420.00

6. Tour Operator must be DOT Accredited

7. Payment Procedure: Government Procedure

8. Contact Person:

Ms. Ma. Valle A. Congzon/ Ms. Alyssa Coline Malabanan

Planning Division of Planning Service

Tel. No. (02) 459-5200 to 30 ext. 416

Email: dot.qms@gmail.com / dot.planningservice@gmail.com

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)
2. PHILGEPs' Registration Number or Cert. of Platinum Membership in lieu of Mayor's Permit and Philgeps registration Number
3. Latest annual Income Tax Return or Bus. Tax Return (For ABC's above Php500K)
4. Original or certified true copy of duly notarized Omnibus Sworn Statement
5. DOT Accreditation certificate (valid)

Kindly submit your quotation for the above requirement in a sealed envelope (indicating the Solicitation number) addressed to
Ms. Teresita A. Romanes at the Department of Tourism
#351 Sen. Gil Puyat Avenue, Makati City
Telephone Nos. 459-5200/30 loc. 425

NOTE : For Land Bank Payment Purposes:

Bank's Name _____

Bank's Account Number _____

Created by TERESITA A. ROMANES

Date Created 22/01/2019

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