



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 6895413  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** QMS STRATEGIC PLANNING FOR FY 2020 in CLARK, PAMPANGA on 15-17 April 2020  
**Area of Delivery**

<b>Solicitation Number:</b> 2020-02-0035	<b>Status</b>	Pending
<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>	28/02/2020
<b>Approved Budget for the Contract:</b> PHP 429,974.00	<b>Last Updated / Time</b>	27/02/2020 15:20 PM
<b>Delivery Period:</b>	<b>Closing Date / Time</b>	03/03/2020 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  
 QUALITY MANAGEMENT SYSTEM (QMS) STRATEGIC  
 PLANNING SESSION FOR FY 2020  
 15-17 April 2020 | Clark, Pampanga

#### 1. Requirement: DOT-Accredited Tour Operator

- 1.1 Accommodation Requirements: Php 139,968.00
- (Double/Twin-Sharing) (Php 3,888/Night X 18 Rooms X 2 Nights)
  - Type of Accommodation : Hotel/Resort
  - Check-In : 15 April 2020
  - Check-Out : 17 April 2020
  - Occupancy : Double/Twin Sharing
  - No. of Rooms : Eighteen (18) Rooms
  - Location : Within Clark, Pampanga
  - Inclusions : Breakfast

- Must be a DOT Accredited Establishment
- Rooming List will be provided by the Project Officer/End user

#### 1.2 Meals and Function Room Requirements: Php 202,306.00

1.2.1 Meals at the venue  
Buffet Lunch (15 & 16 April 2020)  
Php 884/pax x 31 pax x 2 days Php 54,808.00  
PM Snacks (15 April 2020)  
Php 351/pax x 31 pax x 1 day Php 10,881.00  
AM Snacks (16 April 2020)  
Php 351/pax x 31 pax x 1 day Php 10,881.00

1.2.2 Meals outside the venue  
Dinner (15 & 16 April 2020)  
Php 884/pax x 31 pax x 2 nights Php 54,808.00  
PM Snacks (16 April 2020)  
Php 351/pax x 31 pax x 1 day Php 10,881.00

1.2.3 During travel from Manila to Clark and back  
AM Snacks (15 & 17 April 2020)  
Php 351/pax x 31 pax x 2 days Php 21,762.00  
Buffet Lunch (17 April 2020)  
Php 884/pax x 31 pax x 1 day Php 27,404.00  
PM Snacks (17 April 2020)  
Php 351/pax x 31 pax x 1 day Php 10,881.00

Menu shall be subject to the approval of the Project Officer/End User

1.2.4 Use of Function Room  
15 - 16 April 2020

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

1.3 Ground Transportation: Php 66,000.00  
One (1) Unit of Tourist Bus  
Php22,000/unit X 1 Unit x 3 days (Minimum of 12hours use/day)  
15-17 April 2020

- DOT Building, Makati City to Clark, Pampanga and reverse
- Service Vehicle to be used for the duration of the activity.
- Inclusive of Meals and Accommodation of the Driver
- Inclusive of Fuel and other expenses such as toll, parking fees and entrance fees

1.4 Participatory Learning Activity (16 April 2020) Php 21,700.00  
Php700/pax X 31 pax

- Experience food and history in one delicious package at Atching Lilian Borromeo's Kusinang Matua showcasing the province of Pampanga as a culinary destination
- Other possible sites shall be subject to approval of the Project Officer/End User

1.5 TOTAL BUDGET: PHP 429,974.00

1.6 Payment Procedure: Government Procedure

1.7 Contact Persons:

Ms. Laarni Jaraplasan/ Ms. Jessa Gomez  
Planning Division of Planning Service  
Tel. No. (02) 459-5200 to 30 ext. 416  
Email: dot.qms@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)  
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** 27/02/2020

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.

© 2004-2020 DBM Procurement Service. All rights reserved.

[Help](#) | [Contact Us](#) | [Sitemap](#)