



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8266484
Procuring Entity DEPARTMENT OF TOURISM
Title Tour Operator/Service Provider for the Quality Management System(QMS) Re-Certification Audit

Area of Delivery

Solicitation Number:	2021-12-197	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	04/12/2021
Approved Budget for the Contract:	PHP 143,400.00	Last Updated / Time	03/12/2021 16:00 PM
Delivery Period:		Closing Date / Time	07/12/2021 09:00 AM
Client Agency:			
Contact Person:	Norjannah P Lucman Admin. Officer III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 nplucman@tourism.gov.ph		

Description

DEPARTMENT OF TOURISM
TECHNICAL SPECIFICATIONS

I. BIDDER : DOT-Accredited Tour Operator

II. PROJECT TITLE : Quality Management System Re-Certification Audit

III. PURPOSE/OBJECTIVES :

The Department of Tourism – Planning Service is in need of services of a DOT-Accredited Tour Operator that will handle the transportation and meal requirements, and antigen testing for auditors and member of the Secretariat which will be auditing DOT-1 and DOT-4A for the Quality Management System (QMS) Re-Certification Audit.

IV. MINIMUM REQUIREMENTS :

- Must be accredited with the Philippine Government Electronic Procurement Systems (PhilGEPS);
- Must be willing to provide services on a send – bill arrangement

VI. SCOPE AND WORK DELIVERABLES:

TRANSPORTATION:

All vehicles are inclusive of:

- Toll fees, fuel and parking fees; and meals of drivers
- Professional, experienced, well trained and courteous drivers.
- Travel Insurance
- Vehicles must adhere to the minimum health and safety standards set by the Department of Tourism
- Drivers must be fully vaccinated

DATE ROUTE REQUIRED TRANSPORTATION

- 09 - 10 December 2021 Manila 1 Van
- 09 December 2021 Manila – DOT4A (Calamba Office) - Manila 1 Van
- 10 December 2021 Manila – DOT1 (San Fernando Office) – Manila 1 Van

MEALS:

- PM Snack and Dinner for DOT 4A for 10 pax
- Breakfast, AM Snack and Lunch for DOT 1 for 10 pax

ANTIGEN TESTING:

- Antigen Testing for 10 pax. Result must be available within the day of testing and prior to travel to and from DOT-1, DOT-4A,

VII. APPROVED BUDGET FOR THE CONTRACT

The total Approved Budget for the Contract is ONE HUNDRED FORTY THREE THOUSAND FOUR HUNDRED PESOS (Php 143,400.00) including all applicable taxes, delivery fees and other related expenses, and should cover all requirements enumerated above.

The winning bidder shall be determined based on the proposal with most advantageous package cost, provided that the amount of bid does not exceed the above total budget.

VIII. CONTACT PERSON

Contact Person : Mr. Bryan D. Du / Ms. Merlyn Baal
Address : Planning Service
4th Floor, DOT Building
351 Sen Gil Puyat Avenue, Makati City
Email Address : oddu@tourism.gov.ph / mqbaal@tourism.gov.ph

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Tour Operator/Service Provider	Tour Operator/Service Provider for QMS Re-Certification Audit (Transpo, Meals and Antigens)	1	Lot	143,400.00

Other Information

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.

In addition to the FINANCIAL PROPOSAL/BID, the following are the REQUIRED VALID DOCUMENTS TO BE SUBMITTED:

- Current Mayor's/Business Permit/BIR Cert of Registration (Individual)
- PhilGEPS' Registration Number or Cert of Platinum Membership in lieu of Mayor's Permit and PhilGEPS' registration number.
- Latest annual Income Tax Return (For BAC's above PHP500K)
- Original or certified true copy of notarized Omnibus Sworn Statement.

*Please indicate breakdown in presenting your financial bid; stating the amount in words and in figures.

In case of discrepancies between:

- bid prices in figures and in words, the latter shall prevail;
- total price per item and unit price for the item as extended or multiplied by the quantity of that item, the latter shall prevail;
- stated total price and the actual sum of prices of component items, the latter shall prevail;

(d) unit cost in the detailed estimate and unit cost in the bill of quantities, the latter shall prevail.

Created by Norjannah P. Lucman
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