



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 8162489

**Procuring Entity** DEPARTMENT OF TOURISM

**Title** Service Provider/Tour Operator for Product Development Workshop for the Spa Therapist of DOT Accredited Spa Establishment Phase 2: Brand of Wellness

#### Area of Delivery

<b>Solicitation Number:</b>	2011-11-0163	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	2
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	0
<b>Category:</b>	Hotel and Lodging and Meeting Facilities		
<b>Approved Budget for the Contract:</b>	PHP 790,000.00	<b>Document Request List</b>	0
<b>Delivery Period:</b>			
<b>Client Agency:</b>		<b>Date Published</b>	08/11/2021
<b>Contact Person:</b>	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	<b>Last Updated / Time</b>	08/11/2021 00:00 AM
		<b>Closing Date / Time</b>	11/11/2021 09:00 AM

#### Description

##### TERMS OF REFERENCE

BIDDER : Service Provider/Tour Operator

PROJECT TITLE : Product Development Workshop for the spa therapist of DOT Accredited Spa Establishment [PHASE 2: Filipino Brand of Wellness]

PROJECT DATE : 3rd Week of November 2021

##### OBJECTIVES

Appreciate the importance of the Hilot massage as a core wellness product of the Philippine Wellness Industry  
Review the basic concepts of Hilot Massage  
Identify the key techniques which differentiate Hilot from all other massage therapies  
Practice the key techniques of Hilot Massage  
Strengthen the support and partnership of the private sector with the government, particularly the DOT and the Wellness Tourism industry in positioning the Philippines as a health and wellness tourism destination in the local and eventually the international market.

##### MINIMUM REQUIREMENTS

Must be accredited by the DOT  
Must be willing to provide services on send-bill arrangement

#### SCOPE AND WORK DELIVERABLES

Ground arrangement for tour package with provisions for single occupancy accommodation, full board meals and venue for the workshop for the DOT accredited spa establishment and provide team building night/dinner to the participants;

Van Rental (inclusive of professional driver fees, driver's accommodation and meals, and applicable toll and parking fees)

COVID-19 RT-PCR and/or Antigen Test for DOT/OPMD/ROs (3), invited spa therapist (24 pax), and Professional Driver/s. Test results must be available within 24-48 hours. Driver must be familiar with the routes of Tagaytay (inclusion of meals for drivers)

Provision of giveaways for invited wellness stakeholders (30 pax) and health and safety kit for the DOT/OPMD participants (30 pax);

#### BREAKDOWN:

RT-PCR and/or Antigen Covid-19 Test for DOT/OPMD, invited spa therapist, and Driver (to include the transfers for the pre and post testing; i.e. Residence to Diagnostic Center to Residence)

Tagaytay Accommodation inclusive of breakfast (At Least 3-Star Hotel with Certificate to Operate) – Single Occupancy for 2 nights for 27 pax

Venue: Function room with Lunch for 27-30 pax in Tagaytay (At least 3-star Resort/Hotel with Certificate to Operate) for 3 days (inclusive of use of equipment; i.e. projector, screen, podium, sound system, microphones (2 pcs), pens and papers, coffee and tea, and light snacks (am/pm). Provide massage table/mats.

Meals (Day 1 – Breakfast for 27 pax and Dinner for 30 pax, Day 2 – Team Building Night/Dinner for 30 pax, and Day 3 – Dinner for 30 pax)

#### BUDGET

Total budget: Php790,000.00

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

#### CONTACT PERSON

Contact Person : Jeremiah "Miah" Adao  
Office : Office of Product and Market Development  
(OPMD) – Medical Travel and Wellness  
Tourism  
Contact Number : +63 9179062325  
Email Address : jeadao@tourism.gov.ph

Approved by:

RENEE MARIE N. REYES  
Director  
Office of Product and Market Development

#### Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Tour Operator/Service Provider	Product Development Workshop for the spa therapist of DOT Accredited Spa Establishment [PHASE 2: Filipino Brand of Wellness]	1	Lot	790,000.00

#### 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.

In addition to the FINANCIAL PROPOSAL/BID, the following are the 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 (For BAC's above PhP500K)
4. 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: (a) bid prices in figures and in words, the latter shall prevail; (b) total price per item and unit price for the item as extended or multiplied by the quantity of that item, the latter shall prevail; (c) 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

**Date Created** 07/11/2021

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