



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 7342592  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Slow Food, Slow Travel Audit and Food Tourism Caravan  
**Area of Delivery**

<b>Solicitation Number:</b> 2020-12-110	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations	<b>Associated Components</b>	3
<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>	10/12/2020
<b>Approved Budget for the Contract:</b> PHP 996,700.00	<b>Last Updated / Time</b>	10/12/2020 00:00 AM
<b>Delivery Period:</b>	<b>Closing Date / Time</b>	14/12/2020 13:00 PM
<b>Client Agency:</b>		
<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  np lucman@tourism.gov.ph		

#### Description

##### TERMS OF REFERENCE

BIDDER : Tour Operator

PROJECT TITLE : Slow Food, Slow Travel Audit and Food Tourism Caravan

1. January 14 – 19, 2021 (Audit run / 4 pax)
  2. January 26 – 31, 2021 (Caravan / 15 pax)
- Baguio, Mountain Province, Vigan, La Union, Pangasinan, Tarlac, Pampanga

##### PURPOSE/OBJECTIVES

The Philippine Department of Tourism (PDOT) is in need of the services of a DOT-accredited local tour operator engaged in the business of providing ground handling services – tourist transport services, accommodations, meals, culinary tours, tour guiding services, etc. for the conduct of the Slow Food, Slow Travel audit and caravan to slow food destinations and communities in Regions I, III and CAR.

The objectives of the Slow Food, Slow Travel audit and caravan to these destinations are the following:

Conduct an inventory of the slow food communities in the said regions, validate the sustainable practices, activities and community interactions, and review their alignment with the internationally-accepted 'slow food, slow travel' ideals and concepts;

Conduct a pilot caravan to the identified slow food communities with the goal of developing 'Slow food, Slow Travel' modules in coordination with the following partners – Slow Food Manila, Slow Food Youth Movement, select tour

operators from PHILTOA and T that can be sold to select niche domestic and international tourist markets

#### MINIMUM REQUIREMENTS:

- \*Must be accredited by the PDOT
- \*Must be willing to provide services on send – bill arrangement
- \*Must have experience in conducting food and gastronomy tours or food tourism tours within the last 2 years; submission of existing food and gastronomy packages will be an advantage;
- \*Provision of RT – PCR tests and group travel insurance for each participant in case of emergency, trip cancellation or emergency trip termination
- \*Ground arrangement for tour package (tourist transport services with social distancing considerations, single occupancy accommodations, toll and entrance fees, environmental fees, tours and special culinary demonstrations / activities, full board meals and snacks, and other related services)
- \*Provision of participant's guidebook
- \*Provision of tour coordinator to assist guests throughout the travel period
- \*Provision of health kits, first aid medical kit and mosquito repellent sprays for each of the participants
- \*Provide an extended / longer option dates (without penalties or price increase) and option for re-booking of actual (audit and caravan) tour dates and cancellation (without penalties)

#### SCOPE OF WORK

##### A. Tourist Transport Services:

Audit Run: 4 DOT representatives

Transport requirements: 1 van with driver / 1 tour coordinator / all toll, parking and entrance fees

Tour length: 6 days / 5 nights

(please see TERMS OF REFERENCE/ TOR for the complete details of the routes and activities)

Caravan: 15 pax

Transport requirements: 3 vans with drivers / 1 tour coordinator / toll, parking and entrance fees

Tour length: 6 days / 5 nights (same itinerary as above)

(please see TERMS OF REFERENCE/ TOR for the complete details of the routes and activities)

##### B. Accommodations:

Accommodations on the following dates inclusive of daily breakfast:

(please see TERMS OF REFERENCE/ TOR for the complete details of the no. of rooms, star rating requirement, et.al.)

##### C. Meals (Please see attached itinerary)

###### c.1. Meals during audit run:

(please see TOR for the complete details of the no. of pax and remarks on the dietary requirements)

###### c.2. Meals during caravan:

(please see TOR for the complete details of the no. of pax and remarks on the dietary requirements)

##### D. Tours: For both audit run and caravan

1. Guided tours, food and cultural experience as indicated in the itinerary

All tours should provide for:

\*English-speaking local guide, preferably with knowledge and experience with local or regional cuisine as indicated in the itinerary

\*Parking, entrance, toll and other fees

\*Refreshments and cold towels inside the vehicle

##### E. Others: For both audit run and caravan

1. RT-PCR testing for all tour participants

2. Group travel Insurance for tour participants covering the tour dates

3. Provision of mosquito repellent sprays, hygiene kits and first aid kits

#### BUDGET: Audit run and caravan combined

\*Tourist transport services, accommodations, meals, guided tours, food and cultural experiences, other related activities; travel insurance (group), parking, toll, entrance, miscellaneous, RT-PCR testing, health and hygiene kits, and all other fees

\*PhP996,700.00

\*All-inclusive and based on approved budget

Cost proposal must be submitted with an itemized breakdown. In the event that DOT is able to secure sponsorships, the corresponding value must be deducted from the total amount in the invoice.

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(S)**

Contact Person(s) :

MR. STALINGRAD F. SAMSON / MS. ELAINE JOY SERRANO

Office of Product and Market Development / Office of the Assistant Secretary –

Product and Market Development

5F The New DOT Building, 351 Sen. Gil Puyat Avenue

Brgy. Bel Air, Makati City 1200

(632) 8459-5200 local 504 / 0905-5181057

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**Line Items**

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Tour Operator	Transport Services, Accommodation, Meals, Tours and Others	1	Lot	996,700.00

**Other Information**

Other Information

Kindly submit your FINANCIAL PROPOSAL/QUOTATION (Bidder/s may use the attached template)

together with the following ELIGIBILITY REQUIREMENTS:

1. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zone Area,

In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within period prescribed by the local government unit.

2. PhilGEPS Registration Number

3. Latest Income/Business Tax Return (For ABC above PhP500, 000.00)

4. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement

Note: Kindly submit your quotations together with your eligibility requirements thru email on or before 14 December 2020 at 1:00 pm and sent to [nplucman@tourism.gov.ph](mailto:nplucman@tourism.gov.ph), cc: [dot.bac@tourism.gov.ph](mailto:dot.bac@tourism.gov.ph)

**Created by** Norjannah P Lucman

**Date Created** 09/12/2020

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