



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 6651922  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** 2nd Posting Media Coverage of Tangub City's Christmas Symbol's Festival with City Destinations Documentation Tour-December 1-3, 2019

#### Area of Delivery

|  |   |                              |                     |
|--|---|------------------------------|---------------------|
| <b>Solicitation Number:</b>              | 2019-11-0315  | <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>        | 14/11/2019          |
| <b>Approved Budget for the Contract:</b> | PHP 200,000.00  | <b>Last Updated / Time</b>   | 13/11/2019 16:46 PM |
| <b>Delivery Period:</b>                  |   | <b>Closing Date / Time</b>   | 18/11/2019 16:00 PM |
| <b>Client Agency:</b>                    |   |                              |                     |
| <b>Contact Person:</b>                   | TERESITA A. ROMANES<br>Admin. Assistant V<br>#351 Sen. Gil Puyat Avenue<br>Makati<br>Makati City<br>Metro Manila<br>Philippines 1200<br>63-2-4595200 Ext.425<br><br>t_romanesh@yahoo.com.ph |                              |                     |

#### Description

##### TERMS OF REFERENCE

Media Coverage of Tangub City's Christmas Symbol's Festival with City Destinations Documentation Tour (3D/2N)  
 LOCATION/VENUE: Tangub City, Misamis Occidental  
 INCLUSIVE DATES: December 1 to 3, 2019  
 (Charged to: 2019 OPAA GAA Budget)

##### I. MINIMUM REQUIREMENTS FOR SUPPLIERS:

1. Must be DOT-accredited tour/travel agency
2. Must be registered with PHILGEPS
3. Must present breakdown of prices for specific services rendered
4. Must be willing to go through the usual government procedure on a send-bill arrangement
5. Must be able to submit all required documents needed for payment

##### II. SCOPE OF DELIVERABLES:

1. Two (2) Full Van Transportation Service / for Three (3) days / for Twelve (12) pax

**Destinations:**

- \* Airport-Hotel-Event venue-Hotel on DAY 1 (December 1, 2019)
- \* Hotel-City destinations-Hotel on DAY 2 (December 2, 2019)
- \* Hotel-Airport on Day 3 (December 3, 2019)

Vehicle Type: Van with at least 12 seating capacity; fully airconditioned; with WIFI

\*\*\*Vans must be DOT accredited; inclusive of travel insurance, well groomed driver who is well versed of the directions within the city, umbrellas, mineral water and wet wipes for passengers, entrance fees, toll fees, parking fees, driver's meals, fuel

2. Full Board Meals for 12 pax (Breakfast, AM/PM snacks, lunch, dinner for Days 1, 2 and Packed Breakfast on Day 3)  
\*\*\*Must be inclusive of meals / snacks if in transit, mineral water, juices.

3. Press Briefing Dinner and socials with local media participants at a well-known restaurant in Tangub City for forty (40) pax on DAY 1 (December 1, 2019). \*\*\*Must be inclusive of meals, flowing coffee and drinks, locally produced souvenir tokens for media participants

4. City Destinations Documentation Tour of Tangub City for Twelve (12) pax  
\*\*\*Must be inclusive of all entrance fees, souvenir items from each destination, light snacks while in transit, mineral water, tissue/towels, umbrellas

5. Amenable to the usual government procedure on a send-bill arrangement.

**III. APPROVED BUDGET FOR THE PROJECT:****TOTAL APPROVED OPAA BUDGET:**

PHP 200,000.00 (Inclusive of ALL government taxes and E-VAT)

**IV. CONTACT PERSON:**

ABE VALENCIA, JR.  
Administrative Assistant III  
Office of the Director  
for Public Affairs & Advocacy  
Office Phone: 4595200 loc. 323  
Email Address: abvalencia@tourism.gov.ph

**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** 13/11/2019

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