



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 8217454  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Procurement of International Airline Tickets for Madrid and Barcelona, Spain Nov.28-Dec. 07, 2021 (24th Session of UNWTO)

#### Area of Delivery

<b>Solicitation Number:</b>	2021-11-0190	<b>Status</b>	<b>Pending</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 - General Support Services	<b>Bid Supplements</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services		
<b>Approved Budget for the Contract:</b>	PHP 807,178.32	<b>Document Request List</b>	0
<b>Delivery Period:</b>	10 Day/s		
<b>Client Agency:</b>		<b>Date Published</b>	21/11/2021
<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  taromanes@tourism.gov.ph	<b>Last Updated / Time</b>	20/11/2021 15:57 PM
		<b>Closing Date / Time</b>	24/11/2021 10:00 AM

#### Description

TERMS OF REFERENCE FOR A SERVICES OF A TRAVEL AND TOUR OPERATOR FOR THE PURCHASE AND ISSUANCE OF INTERNATIONAL AIRLINE TICKET AND OTHER TRAVEL SERVICES IN CONNECTION WITH THE OFFICIAL TRAVEL OF THE DEPARTMENT OF TOURISM TO THE 24TH SESSION OF THE UN WORLD TOURISM ORGANIZATION AND THE PRESENTATION OF THE STO. NINO DE CEBU AND MEETING WITH THE VFR TRAVEL TRADE PARTNERS 28 NOVEMBER TO 07 DECEMBER 2021, MADRID AND BARCELONA, SPAIN

#### Introduction

The Department of Tourism (DOT) will attend the 24th Session of the UN World Tourism Organization (UNWTO) General Assembly on 28 November to 03 December 2021 in Madrid, Spain. The General Assembly is the supreme organ of UNWTO. Its ordinary sessions are held every two years and is attended by delegates from UNWTO Full and Associate Members, as well as representatives from UNWTO Affiliate Members. It is considered the most important global meeting of senior tourism officials and high-level representatives of the private sector. Likewise, the DOT will proceed to Barcelona, Spain on 04 to 06 December 2021 for the presentation of the Sto. Nino de Cebu replica during an International Mass at the Sagrada Familia Parish as part of the 500 Years celebration, and meet with VFR Travel

Trade partners catering to the Filipino Community in the region.

In this regard, the DOT is in need of an Accredited Travel and Tour Operator located within Metro Manila that shall provide the following requirements from 28 November to 07 December 2021 (inclusive of travel time) in Madrid and Barcelona, Spain:

I.) Purchase and Issuance of International Airline Tickets

A. Airfare:

One (1) Business Class Ticket (Subject Upon Approval of the Office of the President)

Two (2) Economy Class Ticket

B. Passengers and Proposed Flight via Turkish Airlines:

1. Undersecretary Verna Esmeralda C. Buensuceso (Business Class)

Note: Option to downgrade to economy class

TK 85 28 NOV MNL IST 2200 /0615

TK 1857 29 NOV IST MAD 0830/ 1100

TK 1856 06 DEC BCN IST 1745/2325

TK 84 07 DEC IST MNL 0235/1850

2. Mr. Jaime Victor S. Bayhonan (Economy Class)

3. Ms. Jem Micaiah M. Turla (Economy Class)

TK 85 28 NOV MNL IST 2200 /0615

TK 1857 29 NOV IST MAD 0830/ 1100

TK 1856 06 DEC BCN IST 1745/2325

TK 84 07 DEC IST MNL 0235/1850

D. Requirements:

- Ticket is rebookable, re-routable and refundable
- Regular Business and Economy Fare
- Include Travel Insurance with COVID-19 Provisions
- Include at least 20-30 KG weight allowance
- Show breakdown of quotation
- Include travel tax and fuel charges (Travel Tax will be deducted upon submission of Travel Tax Exemption Certificate)
- Copies of passport will be provided
- Must be DOT Accredited
- Must be registered with the Philippine Government Electronic Procurement System (PhilGEPS)
- Travel Agency must be within Metro Manila

II.) Purchase of Extra Weight for Luggage for Tokens

A. Manila – Madrid (Total of 20 KG)

B. Barcelona – Manila (Total of 20 KG)

III.) Total Budget: Php 807,178.32

IV.) Mode of Issuance: Government Procedure

V.) Mode of Payment: Send-bill arrangement

VI.) Contact Persons:

Jem Micaiah M. Turla (Ms.)

Tel. No. (632) 459-5200 to 30 local 514 or 506

Fax No. (632) 890-0544

VI.) Mode of Issuance: Government Procedure

VII.) Mode of Payment: Send-bill arrangement

VIII.) Contact Persons:

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Prepared By:

Jem Micaiah M. Turla  
Senior Tourism Operations Officer  
Policy Formulation and International Cooperation Division

Noted By:

Warner M. Andrada  
OIC-Director, Office of Tourism Development Planning,  
Research and Information Management

**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)
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.

**Created by** TERESITA A. ROMANES

**Date Created** 20/11/2021

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