



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8113377
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of International Airlines Tickets of DOT Official and Employee for the WTM 2021 on Oct. 30 to Nov. 04, 2021 in London, UK

Area of Delivery

Solicitation Number:	2021-10-0148	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	2
Classification:	Goods - General Support Services	Bid Supplements	0
Category:	Travel, Food, Lodging and Entertainment Services		
Approved Budget for the Contract:	PHP 923,767.49	Document Request List	0
Delivery Period:	6 Day/s		
Client Agency:		Date Published	23/10/2021
Contact Person:	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	Last Updated / Time	22/10/2021 15:36 PM
		Closing Date / Time	26/10/2021 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 WORLD TRAVEL MART 2021 AND RELATED ACTIVITIES 30 OCTOBER TO 04 NOVEMBER 2021, LONDON, UNITED KINGDOM

Introduction

The Department of Tourism will attend the World Travel Mart (WTM) 2021 and related activities, the biggest travel and tourism event globally, which will be held on 01-03 November 2021 at the ExCel in London, United Kingdom.

On the said occasion, there will also be three (3) related events to be participated in by the DOT, namely:

- 1) World Tourism Organization (UNWTO)/WTM Tourism Ministerial Roundtable
- 2) Pacific Asia Travel Association (PATA) Advocacy Aligned Dinner
- 3) World Travel and Tourism Council (WTTC) Annual Forum and Press Conference

These three organizations are the main travel and tourism organizations globally and regionally that support the

sustainable development of tourism, and provide an avenue for networking among government and private sector.

The DOT is in need of an Accredited Travel and Tour Operator located within Metro Manila that shall provide the following requirements from 30 October to 05 November 2021 (inclusive of travel time) in London, United Kingdom:

I.) Purchase and Issuance of International Airline Tickets

A. Airfare:

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

One (1) Economy Class Ticket

B. Passengers and Proposed Flight:

1. Secretary Bernadette Romulo-Puyat (Business Class)

30 October 2021 | Depart Manila for London (Via Qatar or Etihad)

04 November 2021 | Return for Manila (Via Qatar or Etihad)

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

30 October 2021 | Depart Manila for London (Via Qatar or Etihad)

04 November 2021 | Return for Manila (Via Qatar or Etihad)

Note: Travel and Tour Operator may propose other flight itinerary that must be within the identified travel dates and approved budget for the contract (ABC).

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 – London (Total of 50 Kilos)

B. London – Manila (Total of 50 Kilos)

III.) COVID-19 Testing using RT-PCR

A. Pre-Departure in Manila

B. Arrival in Manila

C. Arrival in London (Pre-payment)

D. Departure in London (Pre-payment)

*Note: For the RT-PCR tests in London, DOT together with the London Office will coordinate with the winning bidder on the process.

IV.) Temporary Booking of Arrival Quarantine Facility (Inclusive of Accommodation and Meals) in Metro Manila (Subject to showing of signs and symptoms as Diplomatic and Official Travel are only required home quarantine as stipulated in IATF Resolution Number 128-B).

V.) Total Budget: Php 923,767.49

VI.) Mode of Issuance: Government Procedure

VI.) Mode of Payment: Send-bill arrangement

VII.) Contact Persons:

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Prepared By:

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Senior Tourism Operations Officer

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Noted By:

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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 22/10/2021

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