



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8200189

Procuring Entity DEPARTMENT OF TOURISM

Title Procurement of Services of a DOT Accredited Tour Operator for the Conduct of Monitoring and Evaluation of WTTC Safe Travels Stamp Recipients and the PDOT-WTTC Safe Travels Forum

Area of Delivery

Solicitation Number:	RFQ No. 2021 - 11 - 0178	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	2
Classification:	Goods	Bid Supplements	0
Category:	Travel, Food, Lodging and Entertainment Services		
Approved Budget for the Contract:	PHP 660,760.00	Document Request List	0
Delivery Period:	12 Day/s		
Client Agency:		Date Published	17/11/2021
Contact Person:	John Paulo Samonte Francisco Administrative Assistant III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 jsfrancisco@tourism.gov.ph	Last Updated / Time	16/11/2021 19:23 PM
		Closing Date / Time	22/11/2021 10:00 AM

Description

Updated as of 08 November 2021

Terms of Reference for the services of a Travel and Tour Operator

For the Monitoring and Evaluation of WTTC Safe Travels Stamp Recipients and the PDOT-WTTC Safe Travels Forum
November - December 2021

I. BACKGROUND

In September 2020, the Philippines became the 100th destination to receive the World Travel and Tourism Council Safe Travels Stamp (WTTC STS) recognizing the alignment of the country's Health and Safety Guidelines for tourism-related sectors to that of the council's and the emergence of local tourism destinations which are opening up for domestic tourists with no quarantine requirement.

Following this, the Department of Tourism has been given the opportunity to assume the role of a Safe Travels Ambassador to the stakeholders, advocating the implementation of the Safe Travels protocols and the uptake of the Safe Travels stamp to subsidiary public sector authorities and/or private sector organization and ensure their ongoing compliance with the protocols and Terms & Conditions.

As of 31 October 2021, the Department has issued the stamp to three (3) local tourism destinations, which are Baguio City, Boracay Island, and Ilocos Norte having been compliant with the WTTC Core Requirements, and to two hundred seventeen (217) DOT-accredited accommodation establishments nationwide. To ensure the Philippine recipient's full compliance with the WTTC Safe Travels Protocols and the DOT Health and Safety Guidelines as well as to evaluate and assess the impact of the WTTC STS to their establishments' performance and operations, the DOT through the Office of Tourism Development Planning, Research and Information Management (OTDPRIM) with the

Office of Tourism Standards and Regulations (OTSR) and the DOT Regional Offices shall conduct a monitoring and evaluation of select recipients in the following destinations:

Inclusive Dates

Region / Destination

24-27 November 2021

Region VI | Boracay Island

01-03 December 2021

Region VII | Cebu

06-08 December 2021

CAR | Baguio City

13-14 December 2021

NCR

Moreover, to maximize the benefits of the Philippines as a WTTC STS recipient, the

PDOT-WTTC Safe Travels Forum with the theme: Tourism Industry: Emerging from the Crisis and Gearing for a Sustainable Future for Tourism will be hosted through a hybrid format on 26 November 2021 in Boracay.

The forum aims to discuss the importance of crisis preparedness in the tourism industry, the experiences of WTTC STS destinations in advocating for Safe Travels and the lesson learnt from the pandemic in gearing for a sustainable future of tourism. It is expected to be attended by expert resource persons, with up to 25 on-site participants* and over 500 online participants.

In this regard, the DOT-OTDPRIM is in need of a DOT-Accredited Travel and Tour Operator to provide requirements on meals, accommodation, and local transportation, and RT-PCR.

Updated as of 08 November 2021

II. SCOPE OF SERVICES

The DOT-accredited Travel and Tour Operator must be able to provide the following requirements:

Destination / Dates

Meals

Accommodation

(must include breakfast)

Transportation

(inclusive of driver antigen test and meals, toll and parking fees)

RT-PCR

Remarks

Region VI | Boracay

24-27 November 2021

Lunch and Dinner for 7 pax 4D/3N

Lunch and Dinner for 2 pax 3D/2N

PM Snacks for 35 pax and rental of a function room on 26 November 2021

4 Twin sharing rooms Check in: 24 Nov

Check out: 27 Nov

2 single occupancy

Check in: 25 Nov

Check out: 27 Nov

1 van to be used from 24-27 Nov 2021

1 van to be used from 25-27 Nov 2021

Sea transportation for 4 pax

Arrival: 24 Nov

Departure :27 Nov

Sea transportation for 4 pax

Arrival: 25 Nov

Departure:27 Nov

Pre-event and post-event for 6 pax

Post-event for 2 pax (for regional office staff)

A hybrid forum will be conducted in Boracay on 26 November, preferred venue and accommodation is at one of the WTTC STS and Safety Seal Certification recipients.

Region VII | Cebu City and environs

01-03 December 2021

Lunch and Dinner

for 6 pax 3D/2N

3 Twin sharing rooms Check in: 01 Dec

Check out: 03 Dec

1 van to be used from 01 – 03 Dec 2021

Pre-event and post-event for 2 pax

Post-event for 2 pax (for regional office staff)

Billeting accommodation is preferably at one of the WTTC STS and Safety Seal Certification recipients.

CAR | Baguio City and environs

06-08 December 2021

Lunch and Dinner

for 6 pax 3D/2N

3 Twin sharing rooms Check in: 01 Dec

Check out: 03 Dec

1 van to be used from 06 – 08 Dec 2021

*including travel to and from Manila

Pre-event and post-event for 2 pax

Post-event for 2 pax (for regional office staff)

NCR | Metro Manila

13-14 December 2021

Lunch for 6 pax for 2 days

n/a

1 van to be used from 13-14 Dec 2021

n/a

Updated as of 08 November 2021

III. APPROVED BUDGET FOR THE CONTRACT AND MODE OF PAYMENT

The Approved Budget for the Contract is Six Hundred Sixty Thousand and Seven Hundred Sixty Pesos (Php 660,760.00) inclusive of all applicable taxes. Government Procedure, send bill arrangement.

IV. CONTACT DETAILS

ROCHELLE ANN C. ENERIA

Tourism Operations Officer II

Policy Formulation and International Cooperation Division

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JAIME VICTOR S. BAYHONAN

OIC-Chief

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Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Tour Operator	Procurement of Services of a DOT Accredited Tour Operator for the Conduct of Monitoring and Evaluation of WTTC Safe Travels Stamp Recipients and the PDOT-WTTC Safe Travels Forum	1	Lot	660,760.00

Other Information

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: Kind submit your quotations together with your eligibility requirements thru email and sent it to jsfrancisco@tourism.gov.ph on or before 22 November 2021 at 10:00 am. Late and unsigned quotations shall not be accepted.

Created by John Paulo Samonte Francisco

Date Created 16/11/2021

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