



# PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for  
Philippine Government  
Procurement Opportunities

Award Notice Abstract (Ref No.: 3359577)

Status: Updated

<b>Reference Number:</b> 8204123  <b>Control Number:</b> RFQ No. 2021 - 11 - 0182  <b>Bid Notice Title:</b> Procurement of DOT Accredited Tour Operator for the Conduct of Asia-Pacific Economic Cooperation (APEC) Women and Young Empowerment in Travel and Tourism Industry  <b>Approved Budget:</b> Php598,700.00  <b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)  <b>Classification:</b> Goods  <b>Category:</b> Travel, Food, Lodging and Entertainment Services  <b>Applicable Procurement Rules:</b> Implementing Rules and Regulations  <b>Funding Source:</b> Government of the Philippines (GOP)  <b>Funding Instrument:</b> General Appropriations Act  <b>Area of Delivery:</b> Metro Manila  <b>Delivery Period:</b> 2 Day/s  <b>Contact Person:</b>	<p align="center"><b>DEPARTMENT OF TOURISM</b></p> <p align="center">351 Sen. Gil Puyat Avenue Makati City Metro Manila, NCR, Philippines</p> <p align="center"><b>Tour Operator</b></p> <p><b>Awardee :</b> CCT.168 TRAVEL AND TOURS CORPORATION  <b>Address :</b> Unit 501 The Richmond Plaza, 21 San Miguel Avenue Corner Lourdes St., Ortigas Center Pasig City Metro Manila, NCR, Philippines</p> <p><b>Contact Person :</b> PLACIDA " INE" SIOCO FAUSTINO  <b>Designation :</b> VP/GENERAL MANAGER</p> <table border="1"> <thead> <tr> <th align="center" colspan="3">Line Item</th></tr> <tr> <th align="center">#</th><th align="center">Product/Service/Project Name</th><th align="center">Budget</th></tr> </thead> <tbody> <tr> <td align="center">1</td><td>Tour Operator, Procurement of DOT Accredited Tour Operator for the Conduct of Asia-Pacific Economic Cooperation (APEC) Women and Young Empowerment in Travel and Tourism Industry, 90000000, 1, Lot</td><td align="right">Php598,700.00</td></tr> </tbody> </table> <p><b>Reason for Award :</b> Single Calculated and Responsive Bid (SCRB)</p>	Line Item			#	Product/Service/Project Name	Budget	1	Tour Operator, Procurement of DOT Accredited Tour Operator for the Conduct of Asia-Pacific Economic Cooperation (APEC) Women and Young Empowerment in Travel and Tourism Industry, 90000000, 1, Lot	Php598,700.00	<b>Award Type:</b> Award Notice  <b>Contract Amount:</b> Php580,700.00  <b>Award Date:</b> 23-Nov-2021  <b>Publish Date:</b> 05-Dec-2021  <b>Date Last Updated:</b> 17-Feb-2022  <b>Contract Number:</b> 21-00224  <b>Proceed Date:</b> 18-Jan-2022  <b>Contract Effectivity Date:</b> 19-Jan-2022  <b>Contract End Date:</b> 20-Jan-2022  <b>Created By:</b> John Paulo Samonte Francisco  <b>Date Created:</b> 05-Dec-2021  <b>Approver:</b>   <b>View Documents:</b> 4
Line Item											
#	Product/Service/Project Name	Budget									
1	Tour Operator, Procurement of DOT Accredited Tour Operator for the Conduct of Asia-Pacific Economic Cooperation (APEC) Women and Young Empowerment in Travel and Tourism Industry, 90000000, 1, Lot	Php598,700.00									

2/22/22, 12:43 PM

PhilGEPS

John Paulo Francisco

**Created By:**

John Paulo Francisco

21-00224

**SERVICE CONTRACT**  
**Ground Handling Services**

**KNOW ALL MEN BY THESE PRESENTS:**

That this Agreement, made and entered into this 16 December 2021 in the City of Makati, Philippines, by and between

The **DEPARTMENT OF TOURISM (DOT)**, a government agency with principal office address at the New DOT Building, 351 Sen. Gil Puyat Avenue, Makati City, Philippines 1200 represented by its OIC-Undersecretary for Tourism Development, **MS. VERNA ESMERALDA C. BUENSUCESO**, of legal age, Filipino and hereinafter referred to as the "**FIRST PARTY**";

and

**CCT. 168 TRAVEL AND TOURS CORPORATION** is a private entity based in Philippines, with principal office at Unit 501, The Richmond Plaza, No. 21 San Miguel Avenue corner Lourdes Street, Ortigas Center, Pasig City, represented by its **PLACIDA S. FAUSTINO** and hereinafter referred to as the "**SECOND PARTY**";

Each a Party, collectively, the "**PARTIES**";

**WITNESSETH:**

**WHEREAS**, the **FIRST PARTY** is the primary planning, programming, coordinating, implementing and regulatory government agency in the development and promotion of the tourism industry, both domestic and international;

**WHEREAS**, the **FIRST PARTY** is likewise mandated to pursue its interest in multilateral, international and regional tourism cooperation, agreements and treaties;

**WHEREAS**, the **FIRST PARTY**'s program on gender and development strongly promotes gender equality and women empowerment and is aligned with the Sustainable Tourism and Economic Growth of the Asia-Pacific Economic Cooperation (APEC) Tourism Working Group (TWG) Strategic Plan 2020-2024 which aims to develop an APEC Tourism Framework in gender and development, promote gender equality and empower women and young children, and strengthen sustainability and inclusivity of women and children in economic growth;

**WHEREAS**, pursuant to the above, the **FIRST PARTY** will host the APEC Women and Young Empowerment in the Travel and Tourism Industry (the "**Event**") to be held on 19-20 January 2022 in Manila, Philippines via hybrid format. The event will be participated in by representatives of the APEC Member Economies, national government agencies, and tourism counterparts;

**WHEREAS**, the **FIRST PARTY** is in need of the services of a *travel and tour operator* to undertake the ground handling requirements comprising of venue, meals, RT-PCR and Antigen test, transportation and tokens/giveaways for the Event on 19 to 20 January 2022;

**WHEREAS**, the requirement was processed in compliance with the procedure on **Negotiated Procurement-Small Value Procurement**, pursuant to Section 53.9 of the Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (Government Procurement Reform Act);

**WHEREAS**, the **SECOND PARTY**, registered under the Philippine Government Electronic Procurement System (PhilGEPS) and possesses the necessary equipment, personnel, and expertise in providing the required services, has offered to undertake the project;

**WHEREAS**, the Bids and Awards Committee (BAC) of the DOT, through **BAC Resolution No. 2021-230** has declared the **SECOND PARTY** to be the bidder with the Single Calculated and Responsive Bid (SCRB) as its quotation was found to be compliant and responsive to the technical specifications indicated in the Terms of Reference (TOR);

**NOW, THEREFORE**, based on the foregoing, the **PARTIES** hereby agree as follows:

1. **SERVICES.** The **SECOND PARTY** hereby agrees to provide:

A. Venue and Meals (19 to 20 January 2022)

1. Function room that can accommodate 50 pax and above
2. Meals
  - 19 January 2022 – AM, PM snacks and Lunch Buffet for 10 pax
  - 20 January 2022 – AM, PM snacks and Lunch Buffet for 70 pax

B. RT-PCR Test (18 and 27 January 2022)

1. Pre and post-test for 10 pax

C. Antigen Test (20 January 2022)

1. For 70 pax in the venue/hotel hours before the event
2. Inclusion of charges for medical services and meals of the medical personnel

D. Transportation (19 – 20 January 2022)

1. 1 unit of DOT-Accredited Van
2. Includes meals and Antigen test of driver

E. Tokens and Corporate Giveaways (19 – 20 January 2022)

1. Tokens for 33 pax
2. Giveaways for 65 pax

Details of the above including the other responsibilities of the **SECOND PARTY** are indicated in the attached **Terms of Reference**, which forms an integral part of this contract.

2. **EFFECTIVITY AND TERM.** This Agreement shall be effective from the date of execution hereof until **27 January 2022**.

3. **COMPENSATION.** By way of compensation for its services, the **FIRST PARTY** shall pay the **SECOND PARTY** the total amount indicated in the Statement of Account, which shall be based on actual expenses incurred, but not to exceed **Five Hundred Eighty Thousand Seven Hundred Pesos (Php580,700.00)** for the total actual cost of services rendered inclusive of VAT and other taxes.

4. **PAYMENT.** The above consideration will be paid by the **FIRST PARTY** after presentation of the required Statement of Account and other necessary documents, subject to the usual accounting and auditing rules and regulations by the **SECOND PARTY**. It is understood, however, that payment shall only be made after it has fully and satisfactorily rendered its undertaking under this agreement.

5. **LIQUIDATED DAMAGES.** When the **SECOND PARTY** fails to satisfactorily render the services under this Agreement within the specified schedule, the **SECOND PARTY** shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by way of penalty, in an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed services scheduled for delivery for every day of delay. The **FIRST PARTY** need not prove that it has incurred actual damages to be entitled to liquidate damages. Such amount shall be deducted from any money due or which may become due to the **SECOND PARTY** or collected from any securities or warranties posted by the **SECOND PARTY**, whichever is convenient to the procuring entity concerned. In no case shall the total sum of liquidated damages exceed ten percent (10%) of the total contract price, in which event the **FIRST PARTY** concerned may

rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid.

6. **FREE AND HARMLESS.** The **SECOND PARTY** shall hold the **FIRST PARTY** free and harmless from, and hereby binds and obligates itself to indemnify the **FIRST PARTY** for any and all liabilities, losses, damages, injuries, including death, claims, demands, suits, proceeding, judgments, awards, fines, penalties and all expenses, legal or otherwise of whatever kind or nature arising from and by reason of this Agreement, due to the fault, negligence, act, act omission, delays, conduct, breach of trust, or non-observance or violation of this Agreement, or any of its stipulation and warranties by the **SECOND PARTY** and/or any of its employees, agents, representatives, or sub-contractors.
7. **DISPUTE RESOLUTION.** If any dispute shall arise between the **FIRST PARTY** and the **SECOND PARTY** in connection with this Agreement, the Parties shall make every effort to resolve such dispute amicably. Should such dispute not be resolved, the same will be referred for arbitration in accordance with RA No. 876 or the *Arbitration Law* and RA No. 9285 or the *Alternative Dispute Resolution Act of 2004*.
8. **ELECTRONIC SIGNATURES.** The parties shall be entitled to sign and transmit this Agreement with an electronic signature whether by facsimile, e-mail, or other electronic means, which signature shall be binding on the Party whose name is contained therein. Any Party providing an electronic signature agrees to promptly execute and deliver to the other parties an original signed Agreement upon request.
9. **COMPLETENESS OF AGREEMENT.** This Agreement, along with the select provisions in the annexes made integral parts hereof, contains the complete understanding of the Parties and may not be modified or amended except through another Agreement in writing duly executed by the parties.

**IN WITNESS WHEREOF,** the Parties have executed this Agreement through their authorized representatives on the date stated above.

DEPARTMENT OF TOURISM

By:

MS. VERNA ESMERALDA C.  
BUENSUCESO

OIC Undersecretary for Tourism &  
Development

CCT. 168 TRAVEL AND TOURS  
CORPORATION

By:

PLACIDA S. FAUSTINO  
President

Signed in the presence of:

MYRONE D. JACANA

EDNA FAUSTINO

**FUNDS AVAILABLE:**

MR. ROMAN G. BERSAMIRA  
Chief Accountant, DOT

21-00224

### ACKNOWLEDGEMENT

Republic of the Philippines) S.S  
City of Makati)

On this 17 day of December, 2021 personally appeared before me, a Notary Public in and for the City of Makati, the following persons:

Name	Government ID	Date Issued	Place Issued
OIC-Undersecretary Verna Esmeralda C. Buensuceso	Passport No. S0015381A	May 22, 2019	DFA Manila
Placida S. Faustino	P1341779B	APRIL03,2019	NCR EAST

all known to me to be the same person who executed the foregoing Agreement and acknowledgement that the same is an act of their free and voluntary will and deed and of the entity that they respectively represent.

**IN WITNESS WHEREOF**, I hereunto sign this document and affix my seal of office on this date and place aforementioned.

Doc. No. 215  
Page No. 83  
Book No. III  
Series of 2021

### NOTARY PUBLIC

ATTY. AUDELE H. ZAMORA  
NOTARY PUBLIC  
UNTIL DECEMBER 30, 2021  
PENTHOUSE, LEGAL AFFAIRS SERVICE, DOT BLDG  
PTR NO. 8144622 - 1/15/20 - MAKATI CITY  
IDP LIFETIME MEMBER 00646 / MAKATI CITY  
ROLL NO. 44115 NCLE VI-0023349





**BAC Resolution Declaring Single Calculated and Responsive Bid (SCRB)  
and Recommending Award for the Procurement of Services of a DOT-  
Accredited Tour Operator for the Conduct of Asia-Pacific Economic  
Cooperation (APEC) Women and Young Empowerment in Travel and  
Tourism Industry  
(RFQ No. 2021 - 11 - 0182)**

**Resolution No. 2021 - 230**

**WHEREAS**, the Department of Tourism (DOT), through the Procurement Management Division (PMD), posted the Request for Quotation (RFQ) for the Procurement of Services of a DOT Accredited Tour Operator for the Conduct of Asia-Pacific Economic Cooperation (APEC) Women and Young Empowerment in Travel and Tourism Industry, in the PhilGEPS website and DOT website continuously for at least five (5) calendar days, starting on 18 November 2021, and the deadline for the submission of quotations was set on 22 November 2021. The Approved Budget for the Contract (ABC) is Five Hundred Ninety-Eight Thousand Seven Hundred Pesos (PhP598, 700.00). A copy of the PhilGEPS posting is hereto attached, marked as **Annex "A"**, and made an integral part hereof;

**WHEREAS**, five (5) known service providers were invited to join by sending Request for Quotation (RFQ) via e-mail and to submit their quotation via e-mail using the same method, in compliance with the procedure on Negotiated Procurement - Small Value Procurement pursuant to Section 53.9 of the Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (R.A. 9184);

**WHEREAS**, in response to the said posting and invitation, only one (1) bidder submitted its quotation within the set deadline for the submission of quotations on 22 November 2021;

**WHEREAS**, upon evaluation, below is the findings;

<b>Name of Bidder</b>	<b>Bid Amount (As Read)</b>	<b>Findings</b>
CCT. 168 Travel and Tours Corporation	PhP580,700.00	Eligible

**WHEREAS**, the detailed evaluation of the quotation resulted in the following:

<b>Name of Bidder</b>	<b>Bid Amount (As Calculated)</b>	<b>Ranking</b>
CCT. 168 Travel and Tours Corporation	PhP580,700.00	Single Calculated Bid (SCB)

**WHEREAS**, upon due evaluation and careful examination of the quotation submitted by **CCT. 168 TRAVEL AND TOURS CORPORATION**, being the bidder with the *Single Calculated Bid (SCB)*, its quotation has been found to be complying and responsive to the technical specifications as stated in the Terms of Reference (TOR). A copy of the Abstract of Quotations and the submitted quotations are hereto attached, marked as **Annexes "B" and "C"**, respectively, and are made integral parts hereof;

CERTIFIED TRUE COPY

**NOW, THEREFORE**, foregoing premises considered, WE, the Members of the DOT Bids and Awards Committee, hereby **Resolve**, as it is hereby **Resolved**:

- a) To adopt Negotiated Procurement – Small Value Procurement under Section 53.9 of the revised Implementing Rules and Regulations (IRR) of the Republic Act No. 9184 for the Procurement of Services of a DOT Accredited Tour Operator for the Conduct of Asia-Pacific Economic Cooperation (APEC) Women and Young Empowerment in Travel and Tourism Industry; and
- b) To declare **CCT. 168 TRAVEL AND TOURS CORPORATION** as the **Single Calculated and Responsive Bid (SCRB)** and to award the contract for the Procurement of Services of a DOT Accredited Tour Operator for the Conduct of Asia-Pacific Economic Cooperation (APEC) Women and Young Empowerment in Travel and Tourism Industry, in the total amount of **FIVE HUNDRED EIGHTY THOUSAND SEVEN HUNDRED PESOS (Php580,700.00)**, inclusive of all applicable taxes;
- c) To recommend for approval by the Secretary of Tourism the foregoing findings.

Resolved this 22<sup>nd</sup> day of November 2021.


**Recommending Approval:**



**OIC - USEC. REYNALDO L. CHING**  
BAC Chairperson




**OIC - ASEC. MILAGROS Y. SAY**  
BAC Vice Chairperson



**MR. RAYMUND GLEN A. AGUSTIN**  
BAC Member



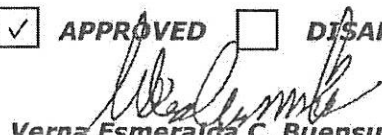
**MS. ERNESTINNE S. DEMACLIID**  
BAC Member



**ATTY. JENNIFER A. OLBA**  
BAC Member

**By Authority of the Secretary**  
**(Department Order No. 2021-077)**

☒ **APPROVED** ☐ **DISAPPROVED:**



**Verna Esmeralda C. Buensuceso**  
OIC - Undersecretary, Tourism Development

