



### INVITATION TO BID (IB)

The Department of Tourism – Bids and Awards Committee (DOT-BAC), invites PhilGEPS registered suppliers/contractors to bid for the hereunder project:

Name of Project: **Procurement for the Services of a Travel and Tour Service Operator for the Tourism Statistics Capacity Building Program Evaluation and Trainers Training on June 24-28, 2019 in Manila and Rizal**

Brief description of the Project: Services of a local tour operator or travel agency engaged in the business of providing hotel accommodation, meals, function room, transportation and ground handling services

Approved Budget for the Contract: One Million Philippine Pesos (PhP1,000,000.00)

Contract Duration: June 24-28, 2019

Prospective bidders should have experience in undertaking a similar project within the last two (2) years with an amount of at least 50% of the proposed project for bidding. The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria. Post-qualification of the lowest calculated bid shall be conducted.

All particulars relative to Eligibility Check, Preliminary Examination of Bids, Bid Security, Performance Security, Pre-Bidding Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Implementing Rules and Regulations (IRR).

The complete schedule of activities is listed, as follows:

<b>Activities</b>	<b>Schedule</b>
1. Issuance and availability of Bidding Documents	April 18 to May 7, 2019 (8:00 a.m. to 5:00 p.m.) May 8, 2019 up to 9:00 a.m. only 4 <sup>th</sup> Floor, Procurement Management Division, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City
2. Pre-bid Conference	April 26, 2019 (10:00 a.m.) 4 <sup>th</sup> Floor Conference Room, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City
3. Request for Clarification	Until April 26, 2019
4. Supplemental / Bid Bulletin	April 30, 2019
5. Submission and Receipt of Bids	on or before May 8, 2019 until 9:00 a.m. only 4 <sup>th</sup> Floor, Procurement Management Division, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City
6. Opening of Bids and Eligibility Check	May 8, 2019 (10:30 a.m.) 4 <sup>th</sup> Floor Conference Room, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City

Bid Documents may be obtained at the Procurement Management Division c/o Ms. Maria Alma O. Almazan., at 4<sup>th</sup> Floor, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City (Tel. Nos. 459-5200 to 30 loc. 425) upon payment of non-refundable fee of **One Thousand Philippine Pesos (PhP1,000.00)**, to the DOT Cashier, Ground Floor, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City. Bids shall be submitted in sealed envelopes labeled Technical Envelope and Financial Envelope addressed to the undersigned.

The DOT reserves the right to reject any and all bids, declare a failure of bidding at any time prior to the contract award, or not to award the contract, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the bidding. Likewise, the DOT may waive any minor defect therein and accept the offer most advantageous to the government. Further, the DOT assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

Approved by:

  
ASEC. ROBERTO P. ALABADO III  
DOT-BAC Chairperson

**Date of Postings:**

Phil-GEPS website: April 18 to May 8, 2019  
DOT website: April 18 to May 8, 2019  
DOT Bulletin Board: April 18 to May 8, 2019