



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 8174325  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Procurement of Services of a DOT Accredited Tour Operator for the Conduct of DOT Participation in the 8th Regional Travel Fair Hybrid Edition in Zamboanga City

#### Area of Delivery

<b>Solicitation Number:</b>	RFQ No. 2021 - 11 - 0166	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services	<b>Date Published</b>	11/11/2021
<b>Approved Budget for the Contract:</b>	PHP 223,100.00	<b>Last Updated / Time</b>	10/11/2021 11:45 AM
<b>Delivery Period:</b>	4 Day/s	<b>Closing Date / Time</b>	15/11/2021 10:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	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		

#### Description

##### TERMS OF REFERENCE

I. BIDDER : Tour Operator

II. PROJECT TITLE : DOT Participation in the 8th Regional Travel Fair Hybrid Edition in Zamboanga City

III. PROJECT DATE : December 2-5, 2021

##### IV. MINIMUM REQUIREMENTS

1. Must be accredited by the DOT
2. Must be registered with PHILGEPS
3. Must be willing to provide services on send-bill arrangement
4. Must allow flexible rebooking dates for domestic flights and accommodations with zero charges

##### V. OBJECTIVES

1. To generate interest on the Philippine Health and Care Program packages under the DOT's Medical Travel and Wellness Tourism Program;
2. To provide venue for private sector stakeholders to meet, network and present their plans, programs, products to the market; and
3. To strengthen the support and partnership of the private sector with the government, particularly the DOT, TPB, and other relevant government agencies/ institutions in positioning the Philippines as a medical and wellness tourism destination in the local and eventually the international market.

##### VI. SCOPE AND WORK DELIVERABLES

1. Ground arrangement for tour package inclusive of environmental fees, single-occupancy accommodation, full

board meals, round trip airport transfers with luggage provisions, tours, round trip airfare;

2. Van Rental/Transportation (inclusive of professional driver fees, meals, and applicable toll and parking fees and other applicable fees);

3. COVID-19 RT-PCR Test for DOT/OPMD (2 pax), health and wellness stakeholders (5 pax), and Professional Driver/s (RT PCR/Anti-gen Test). Test results must be available within 24-48 hours before departure date.

**BREAKDOWN:**

**A. Round Trip Flights**  
Provide domestic air tickets for 7 pax on the following travel dates:

Date  
No. of Pax  
Flight Route  
December 2, 2021  
7  
Manila to Zamboanga City (first morning flight)  
December 6, 2021  
7  
Zamboanga City to Manila (first morning flight)  
Flight Preference: Cebu Pacific or any available flight on the date of travel

**B. Accommodation**  
Provide accommodations on the following dates inclusive of daily breakfast:

Room Type  
Location  
Meals  
Check In  
Check Out  
7 Single Occupancy rooms  
Zamboanga City  
Breakfast  
December 02, 2021  
December 06, 2021  
Note: Accommodation Preference: Grand Asturia Hotel (as the RTF official venue); In any case Grand Asturia Hotel is fully occupied, accommodation could be at least 3-5 star DOT-accredited hotel/boutique located in closed distance to the RTF venue

**C. Meals**

Date  
No. of Pax  
Meal Type  
Remarks  
December 02, 2021  
7 pax  
Early Breakfast  
Restaurant near the Manila International Airport (a la carte)  
Lunch and Dinner  
Restaurant in the RTF Hotel Venue/Grand Asturia Hotel (a la carte)  
December 03, 2021  
7 pax  
Lunch and Dinner  
Restaurant in the RTF Hotel Venue/Grand Asturia Hotel (a la carte)  
December 04, 2021  
7 pax  
Lunch and Dinner  
Restaurant in the RTF Hotel Venue/Grand Asturia Hotel (a la carte)  
December 05, 2021  
7 pax  
Lunch and Dinner  
Restaurant in the RTF Hotel Venue/Grand Asturia Hotel (a la carte)  
December 06, 2021  
7 pax  
Lunch  
Restaurant in the RTF Hotel Venue/Grand Asturia Hotel(a la carte) or located near the Zamboanga Airport (depend on the departure flight schedule)  
Note: Food and dietary requirements to follow

**D. Transportation**

Date  
Type of Unit  
Location  
Remarks  
November 30, 2021  
2 vans  
Manila  
Round trip transfer from point of origin (NCR and Angeles City, Pampanga) to QC for COVID-19 RT-PCR test  
December 01, 2021  
2 vans  
Manila  
Round trip transfer from point of origin (NCR and Angeles City, Pampanga) to QC for COVID-19 RT-PCR test

December 02, 2021  
 2 vans  
 Manila  
 Airport transfer (from point of origin, NCR and Angeles City, Pampanga to Manila International Airport)  
 2 vans  
 Zamboanga City  
 Airport Transfer (from Zamboanga City Airport to hotel)  
 December 05, 2021  
 2 vans  
 Zamboanga Peninsula  
 Land transfer (Exploratory Visit to health and wellness facilities/areas)  
 December 06, 2021  
 2 vans  
 Zamboanga City  
 Airport Transfer (from hotel to airport)  
 2 vans  
 Manila  
 Airport transfer (from Manila Airport to point of residence in NCR and Pampanga)  
 E. Travel Package:  
 Provision of the following:  
 1. Tour Coordinator (1 for the whole group)  
 2. Airport representative to assist guests upon arrival and departure in airport  
 3. Participant's guidebook that includes itinerary, contact details, and description of destinations  
 4. First aid medical kit for the group  
 5. Health and Safety Kit for each of the participants that includes bottled water, mosquito repellent, and additional hygiene kits including face masks, face shield, alcohol, wipes and tissue  
 Suggested site activities: Health, Wellness and Dental establishments visit  
 \*Proposal will be subject to changes based on the DOT's advise  
 VII. BUDGET  
 Total budget: Php223,100.00  
 The winning bidder shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.  
 Above project budget to be charged to the 2021 OPMD Revised WFP  
 VIII. CONTACT PERSON  
 Contact Person : REGIELYN C. DAYAG  
 Office : Medical Travel and Wellness Tourism, Product  
 Planning and Development Division, OPMD  
 Contact Number : 0906-225-7537  
 Email Address : regiecarreon2015@gmail.com  
 Approved by:  
 RENEE MARIE N. REYES  
 Director  
 Office of Product and Market Development  
 Date: November 8, 2021

**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 DOT Participation in the 8th Regional Travel Fair Hybrid Edition in Zamboanga City	1	Lot	223,100.00

**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 15 November 2021 at 10:00 am. Late and unsigned quotations shall not be accepted.

**Created by** John Paulo Samonte Francisco  
**Date Created** 10/11/2021

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