



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8208242
Procuring Entity DEPARTMENT OF TOURISM
Title Groundhandling Services for the Dive Spotters Training Program in Puerto Galera
Area of Delivery Metro Manila

Solicitation Number: 2021-11-0185	Status	Pending
Trade Agreement: Implementing Rules and Regulations	Associated Components	2
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification: Goods	Document Request List	0
Category: Travel, Food, Lodging and Entertainment Services	Date Published	19/11/2021
Approved Budget for the Contract: PHP 986,016.00	Last Updated / Time	18/11/2021 12:23 PM
Delivery Period:	Closing Date / Time	22/11/2021 11:00 AM
Client Agency:		
Contact Person: Clara Cortez Buscano Administrative Assistant III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 spyccb@yahoo.com		

Description

TECHNICAL SPECIFICATIONS

I. PROJECT TITLE : Groundhandling Services for the Dive Spotters Training Program in Puerto Galera

II. PROJECT DATE : December 21 to 24, 2021

III. PROJECT OBJECTIVES

The Dive Spotters Training Program is a 2-day training program that will provide existing dive guides with practical skills and knowledge on photography, science-based fish identification, and critter spotting guidelines.

Participants of the training program will also be introduced to blackwater diving, an extreme variation of night diving where divers are taken miles offshore to the open ocean to observe and photograph small translucent critters like zooplankton, larval animals, and other invertebrates.

Pioneering a training program to standardize the skills of dive spotters will allow the Philippines to strengthen its positions as the world's premiere underwater photography destination.

IV. MINIMUM REQUIREMENTS

- a. Must be a tour operator / groundhandler / travel agency accredited by the Department of Tourism (DOT);
- b. Must be willing to provide services on a send bill arrangement.

V. SCOPE OF WORK AND DELIVERABLES

A. COVID-19 Testing

Antigen Test

- Must be conducted by a DOH-accredited testing center located in Puerto Galera

Date / Time of Testing Number of

Pax Result Release Schedule

December 22, 2021 – 7:30 AM 20 pax Within 30 minutes

December 23, 2021 – 11:00 AM 2 pax Within 30 minutes

B. Transportation

Vehicle Hire / Rental

- Must be inclusive of professional driver fees, driver's accommodation, if necessary, meals, and antigen test within 48 hours prior to the trip, expressway toll fees, parking fees, and applicable environmental fees

Date No. of

Units Capacity and Route

December 21, 2021 1 Van

Metro Manila to Berberabe Port, Batangas

Passenger Seating Capacity: 2 pax with additional space for dive equipment

Route:

6:00 AM – Pick Up from Quezon City

11:00 AM – Drop Off Passengers at

Berberabe Port

December 21, 2021 1 Van

Metro Manila to Berberabe Port, Batangas

Passenger Seating Capacity: 2 pax with additional space for dive equipment

Route:

6:00 AM – Pick Up from Quezon City

11:00 AM – Drop Off Passengers at

Berberabe Port

December 23, 2021 1 Van

Metro Manila to Berberabe Port, Batangas

Passenger Seating Capacity: 2 pax

Route:

6:00 AM – Pick Up from Quezon City

11:00 AM – Drop Off Passengers at

Berberabe Port

December 24, 2021 1 Van

Berberabe Port, Batangas to Metro Manila

Passenger Seating Capacity: 3 pax

Route:

9:00 AM – Pick Up from Berberabe Port

1:00 PM – Drop Off Passengers in Quezon

City

December 24, 2021 1 Van

Berberabe Port, Batangas to Metro Manila

Passenger Seating Capacity: 3 pax

Route:

9:00 AM – Pick Up from Berberabe Port

1:00 PM – Drop Off Passengers in Quezon

City

Private Boat Transfer

Date No. of Units Capacity and Route

December 21, 2021 1 Private Boat

Berberabe Port to Sabang Beach

Passenger Seating Capacity: 4 pax

Route: Berberabe Port to Sabang Beach

(One-Way)

December 23, 2021 1 Private Boat

Berberabe Port to Sabang Beach

Passenger Seating Capacity: 2 pax

Route: Berberabe Port to Sabang Beach

(One-Way)

December 24, 2021 1 Private Boat

Sabang Beach to Berberabe Port

Passenger Seating Capacity: 6 pax

Route: Sabang Beach to Berberabe Port

(One-Way)

C. Dive Package

Accommodation

- Must be a DOT and PCSSD Accredited accommodation provider located in Big Lalaguna, Brgy. Sabang with appropriate certification to operate during a community quarantine

- Fullboard meals must include lunch and dinner on check in date

No. of Rooms Room Type Meals Check In Check Out

4 Single Occupancy Fullboard December 21 December 24
2 Single Occupancy Fullboard December 23 December 24

Dive Spotters Certification

*Note: Participants are local guides with existing dive master certification or higher

No. of Pax Dive Course Other Inclusions

20 pax

Dive Spotters Certification course
covering the following topics and
activities from December 22 to 23,
2021:

- Marine Habitat and Residents
- Introduction to Bonfire/Blackwater – Science Protocols
- Dive Spotter Essential Skills, Equipment, and Protocols
- Underwater Photography Workshop

Other Inclusions

- Classroom Sessions
- Course Materials
- Practical Open Water Sessions

Dives

Date No. of

Pax

No. of

Dives

Remarks

December 22 24 pax 1 Day Dive

Inclusive of boat fee (6 pax per
boat), tank and full equipment
rental, and marine park fees

December 22 24 pax

1 Blackwater Dive

Inclusive of boat fee (6 pax per boat), services of 1 dive master
per boat, tank and full equipment rental, and marine park fees

December 22 or 23 24 pax 2 Night Dives

Inclusive of boat fee (6 pax per boat), tank and full equipment
rental, and marine park fees

December 23 24 pax 1 Day Dive

Inclusive of boat fee (6 pax per boat), tank and full equipment
rental, and marine park fees

Meals

Date No. of Pax Meal Requirements / Remarks

December 22 20 pax Plated AM Snacks per person

December 22 20 pax Plated Lunch (1 Main Course and 1 Dessert)
with 1 drink (juice or soda) per person

December 22 20 pax Plated PM Snacks per person

December 22 20 pax Plated Dinner (1 Main Course and 1 Dessert)
with 1 drink (juice or soda) per person

December 23 20 pax Plated AM Snacks per person

December 23 20 pax Plated Lunch (1 Main Course and 1 Dessert)
with 1 drink (juice or soda) per person

December 23 20 pax Plated PM Snacks per person

December 23 20 pax Plated Dinner (1 Main Course and 1 Dessert)
with 1 drink (juice or soda) per person

Function Space Rental

Inclusive Dates No. of Hours No. of

Participants

Remarks

December 22 to 23,
2021 12 Hours 25 pax

- *Room must be in
classroom set up and
must follow venue
capacity guidelines
prescribed by DOT
Advisory No. 16 s. 2021
(Indoor Venue – 30% for
Alert Level 3, 50% for
Alert Level 2, 100% for
Alert Level 1; Outdoor
Venue – 50% for Alert
Level 3, 70% for Alert
Level 2, 100% for Alert
Level 1)

- Inclusive of the
following:

- o Free flowing coffee
and water

o Audio Visual
Equipment Set Up
(i.e., TV Screen or
projector with
appropriate
VGA/HDMI cords,
microphone, and
speaker)
*Subject to change based on IATF guidelines

D. Other Materials

Training Kit

Quantity Inclusion per Kit

25 sets

- 1 piece Notebook (at least 8x6.5in with 60 leaves)
- 1 piece Black or Blue Ballpen
- 1 piece Eco-Bag or Pouch (at least 8x11 in)
- 1 pack Biodegradable Bamboo Wet Wipes (25s)
- 5 pieces Face Mask (at least N95)
- 1 piece Faceshield (acetate type)
- 1 bottle 70% Solution Ethyl Alcohol (at least 60ml)

Tokens

Quantity Specifications

30 pcs

Dive Team Round Neck Shirt

Material: Cotton

Color: Blue

Design:

Chest: Dive Philippines Logo (Full Color, Sublimation
Print)

Back: "Dive Team" text (Full Color, Sublimation Print)

Layout: <https://bit.ly/DSTP21Shirt>

Size: Breakdown to be advised

Printing of Certificate of Participation

Quantity Specifications

20 pcs

Material: Vellum Board 220 GSM

Size: A4

Layout: <https://bit.ly/DSTP21Cert>

VI. BUDGET

The total budget for this project is NINE HUNDRED EIGHTY-SIX THOUSAND SIXTEEN PESOS (P986,016.00), inclusive of all applicable taxes and should cover all requirements enumerated above.

Cost proposal must be submitted with an itemized breakdown. In the event that the DOT is able to secure sponsorships, the corresponding value must be deducted from the total amount in the invoice.

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.

VII. CONTACT INFORMATION

Project Officer : Celstine Joyce T. Sy

Office : Office of Product and Market Development

Email Address : ctsy@tourism.gov.ph

Approved by:

RENEE MARIE N. REYES

Director

Office of Product and Market Development

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 Certification of Registration (Individual)
2. PHILGEPs' Registration Number or Certificate of Platinum Membership in lieu of Mayor's Permit and PhilGEPs Registration Number
3. Latest Annual Income Tax Return (For ABC's above Php500K)
4. Business Tax Return (latest, monthly or quarterly for ABC's above Php500K)
5. Original or certified true copy of duly notarized Omnibus Sworn Statement
6. DOT Accreditation Certificate (valid)

Kindly submit your quotation for the above requirement in email (indicating the Solicitation Number and Title of the Project) addressed to: Ms. Clara C. Buscano, email address: cbuscano@tourism.gov.ph

NOTE: For Land Bank Payment Purposes:

Bank Name : _____

Bank Account Number : _____

Account Name : _____

Other Bank has charges : _____

Created by Clara Cortez Buscano

Date Created 18/11/2021

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