



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 8070067  
**Procuring Entity** DEPARTMENT OF TOURISM - REGION IV-B MIMAROPA  
**Title** ORANGE YOUR ICON (18-Day Campaign to End Violence Against Women)  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	2021-10-004	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	1
<b>Classification:</b>	Goods - General Support Services	<b>Bid Supplements</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services		
<b>Approved Budget for the Contract:</b>	PHP 340,000.00	<b>Document Request List</b>	0
<b>Delivery Period:</b>	3 Day/s		
<b>Client Agency:</b>		<b>Date Published</b>	11/10/2021
<b>Contact Person:</b>	Monina Valdez Raneses Senior Tourism Operations Officer 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-459-5200 Ext.210 63-890-0945 dot.mimaropa@gmail.com	<b>Last Updated / Time</b>	10/10/2021 22:26 PM
		<b>Closing Date / Time</b>	14/10/2021 13:00 PM

#### Description

Terms of Reference

#### I. MINIMUM REQUIREMENTS FOR SERVICE PROVIDER

- A. Must be PHILGEPS REGISTERED
- B. Preferably DOT Accredited Travel and Tour Operator
- C. Located in the National Capital Region or MIMAROPA Region
- D. Must be willing to provide services on a send bill arrangement
- E. Must comply with the detailed services specified in Item IV of the TOR

#### III. DOCUMENTARY REQUIREMENTS

- Current Mayor's / Business Permit
- PHILGEPS' Registration Number or Certificate of Platinum Membership
- Registration Certificate from SEC or DTI
- Original or certified true copy of duly notarized Omnibus Sworn Statement

#### III. SCOPE OF WORK / DELIVERABLES:

- A. Transportation
  - 1. Van Hire (Pick up from residence to Batangas Port and vice-versa of four (4) DOT MIMAROPA Regional staff inclusive of toll fees, drivers meals and gas)  
Caloocan City

Pateros  
Novaliches, Quezon City  
Pasig City

2. Sea Transport (boat hire) from Batangas Port to Puerto Galera and vice-versa including all fees (terminal fees, environmental fees, etc.)  
3. Van Hire for three (3) day within Puerto Galera

B. Room Accommodation with Breakfast and Land Transfers

1. Twin Sharing Rooms with breakfast (2 rooms) – 4 DOT Staff (2 males, 2 females)

2. Duration: 2 nights

Check-in: November 24, 2021

Checkout: September 26, 2021

C. Event Requirements

1. Date of Activity: November 25, 2021

2. Lighting Equipment Rental and Installation (Orange Lighting for the Tourism Icon (Galleon Boat and Grandstand) in Muelle Port, Puerto Galera, Oriental Mindoro from November 25 to December 12, 2021

3. Event tarpaulin 4 ft. x 11 ft. (5 pcs) and 8 ft. x 16sq. ft. (1 pc.)

4. Table and Chair Setup with physical distancing and health protocols in place at Muelle Port for Ceremonial Lighting

5. Sound system with microphone

6. Electricity Expense for the duration of the lighting (18 days)

7. Round neck white T-shirts (5pcs) with colored print of PCW Approved Orange Your Icon Logo

D. Meals

1. November 25, 2021 (Afternoon refreshments for 40 pax for the Ceremonial Lighting)

2. Table Setup with physical distancing and health protocols in place at Muelle Port for Ceremonial Lighting

3. November 24, 2021: Breakfast for 6 persons

4. November 25, 2021: Lunch and Dinner for 6 persons

5. November 26, 2021 : Lunch and Dinner for 6 persons

E. Miscellaneous

1. Communication Allowance for four (4) DOT MIMAROPA Regional staff

2. RTPCR Tests (4 pax)

IV. APPROVED BUDGET FOR THE CONTRACT

The total budget allocation is THREE HUNDRED AND FORTY THOUSAND PESOS (Php 340,000.00), inclusive of applicable taxes and fees.

The winning bid shall be determined based on the proposal that is responsive with the technical specifications and whose bid is within the approved budget for the contract (ABC).

V. PAYMENT PROCEDURE:

Terms of payment to the winning bidder shall be in accordance with the government procedure (send bill arrangement). Failure to comply with the terms and conditions of the contract will result in the payment of corresponding penalties and liquidated damages in the amount equal to ten percent (10%) of the contract price by the winning bidder.

Full payment shall be made within thirty (30) working days upon delivery of the request order and acceptance of the supplies.

**Created by** Monina Valdez Raneses

**Date Created** 10/10/2021

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