



# PhilGEPS

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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 5177677  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Hotel Accommodation (5 Star Hotel - 2nd ASEAN Tourism Mktg. Partnership Working Group March 11-15, 2018)

#### Area of Delivery

<b>Solicitation Number:</b>	2018-02-0052	<b>Status</b>	Active
<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	<b>Bid Supplements</b>	0
<b>Category:</b>	Hotel and Lodging and Meeting Facilities	<b>Document Request List</b>	1
<b>Approved Budget for the Contract:</b>	PHP 520,000.00	<b>Date Published</b>	23-Feb-2018
<b>Delivery Period:</b>		<b>Last Updated / Time</b>	23-Feb-2018 00:00 AM
<b>Client Agency:</b>		<b>Closing Date / Time</b>	27-Feb-2018 14:00 PM
<b>Contact Person:</b>	TERESITA ANDRIN ROMANES Admin. Assistant V #351 Sen. Gil Puyat Avenue Makati Makati City Metro Manila Philippines 1200 63-2-8900189 63-2-8900189 t_romanesh@yahoo.com.ph		

#### Description

Second ASEAN Tourism Marketing Partnership Working Group  
11-14 March 2018, Makati City, Philippines

#### TERMS OF REFERENCE

Requirement: DOT-Accredited 5-Star Hotel  
Area: 5-Star Hotel must be within the City of Makati

#### 1.) Conference and Secretariat Requirements:

##### a.) Meeting Venue

- Date : 12-13 March 2018
- No. of Pax : 50 Pax
- Meals : AM, PM and Buffet Lunch, Coffee and Tea
- Budget : Php 250,000

##### b.) Secretariat Venue

- Date : 11-14 March 2018
- Budget : Php 60,000

SUBTOTAL FOR CONFERENCE AND SECRETARIAT: Php 310,000.00

#### 2.) Accommodation

##### a.) DOT Officials

- No. of Rooms : Four (4) Rooms
- Check-In : 11 March 2018
- Check-Out : 14 March 2018
- Occupancy : Single/Twin
- Budget : Php 84,000.00

## b.) DOT Secretariat

- No. of Rooms : Three (3) Rooms
- Check-In : 10 March 2018
- Check-Out : 15 March 2018
- Occupancy : Single/Twin
- Budget : Php 105,000.00

## c.) Philippine Tourism Promotions Board Representative

- No. of Rooms : One (1) Room
- Check-In : 11 March 2018
- Check-Out : 14 March 2018
- Occupancy : Single/Twin
- Budget : Php 21,000.00

## d.) Inclusions

- With Breakfast and Wifi Connection

SUBTOTAL FOR ACCOMMODATION: Php 210,000.00

## 3.) Accommodation for Paying Delegates

May we kindly request for the hotel to block at least 15 rooms for the ASEAN Member States who will attend the meeting

## 4.) Other Requirements:

- Property must not exceed 7 years in operation
- Venue must be within the Ayala Center complex
- Bid is only open to DOT-accredited 5-Star Hotel establishments

## Breakdown of Budget:

MEETING VENUE AND SECRETARIAT: PHP 310,000.00

ACCOMMODATION : PHP 210,000.00

TOTAL BUDGET : PHP 520,000.00 (Inclusive of Tax)

Payment: Government Procedure

## Contact Persons:

Rochelle Ann Eneria (Ms.)

Tel. No. (632) 459-5200 to 30 local 514 or 506

Fax No. (632) 890-0544

Email: rceneria@tourism.gov.ph | rochelleanncatamora@gmail.com

| pdot.pficd@gmail.com

Jem Micaiah M. Turla (Ms.)

Tel. No. (632) 459-5200 to 30 local 514 or 506

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**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 Cert of Registration (Individual) or Official Receipt as a Proof of Payment for the Renewal of Business Permit
2. PHILGEPs' Registration Number or Cert. of Platinum Membership in lieu of Mayor's Permit and Philgeps registration Number
3. Latest annual Income/Business Tax Return (For ABC's above Php500K)
4. Original or certified true copy of duly notarized Omnibus Sworn Statement
5. Valid DOT Accreditation certificate

Kindly submit your quotation for the above requirement in a sealed envelope (indicating the Solicitation number) addressed to Ms. Teresita A. Romanes at the Department of Tourism #351 Sen. Gil Puyat Avenue, Makati City Telephone Nos. 459-5200/30 loc. 425

**Created by** TERESITA ANDRIN ROMANES  
**Date Created** 22-Feb-2018

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