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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6771368
Procuring Entity DEPARTMENT OF TOURISM
Title TOUR OPERATOR FOR INDONESIA TOURISM INDUSTRY ASSESSMENT IN VIEW OF MARKETING SUPPORT TO NEW ROUTES (MANADO-DAVAO) ON FEB. 17-21, 2020

Area of Delivery

Solicitation Number:	2019-12-0392	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	2
Classification:	Goods	Bid Supplements	0
Category:	Travel, Food, Lodging and Entertainment Services		
Approved Budget for the Contract:	PHP 787,500.00	Document Request List	0
Delivery Period:			
Client Agency:		Date Published	20/12/2019
Contact Person:	MAITA SUMOGAD DANTE AA III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 maidante05@gmail.com	Last Updated / Time	19/12/2019 15:37 PM
		Closing Date / Time	23/12/2019 13:02 PM

Description

TERMS OF REFERENCE

I. BIDDER: Tour Operator

II. PROJECT TITLE: Indonesia Tourism Industry Assessment in view of Marketing Support to New Routes (Manado-Davao)

III. MINIMUM REQUIREMENTS FOR THE TOUR OPERATOR

- A Philippine-based OR international tour operator (Indonesia-based or otherwise) PhilGEPS registered tour operator
- Must be DOT-accredited, if Philippine-based company
- Must be capable of operating in Manado, Indonesia
- Must be capable of engaging services of relevant contractors for the implementation of the project.
- Must have at least 3 years of experience in planning, implementing, and managing tourism events.
- Must have handled tourism promotions activities
- Must be willing to provide services on send-bill arrangement

IV. OBJECTIVES

- To meet with tourism stakeholders in Manado, Indonesia and inspect existing tourism infrastructure and facilities in Manado, Indonesia.
- To learn the best practices of Manado, North Sulawesi in developing, improving, and managing its tourism industry through its cities and provinces, including tourism promotions, investment initiatives and partnerships among other neighboring countries, aligning its projects to its tourism investment plan, and its strategic actions in the future to boost the tourist traffic in the country.
- To create a synergy among tourism-related institutions and organizations to improve the promotion of Indonesia - Mindanao's tourism highway, the sustainability of Davao Region's air connectivity to China, and partnership for tourism professional study exchange to develop its skills and knowledge and enrichment of cultural understanding.

V. SCOPE OF WORK

- Provision of travel and accident insurance for each participant in case of emergency trip cancellation or emergency trip termination

- Ground arrangement for tour package (inclusive of round-trip domestic airfare, terminal fees, environmental fees, portage fees, roundtrip airport transfers with luggage provisions, tours and guide, single/twin sharing accommodation, and full board meals)
- All transport services must be inclusive of driver, gas, toll fees, parking fees, on-board bottled water, meals, and accommodation (if needed) of driver/s in Indonesia.

VI. SCOPE OF WORK

1. Requirement: Provide direct roundtrip international air tickets

- Issuance of air ticket is subject to DOT clearance upon issuance of approved travel order

Arrival Departure No. of pax

Route Date ETD Route Date ETD

Davao - Manado Feb. 17, 2020 1315H Manado - Davao Feb. 21, 2020 1030H 10

2. Requirement: Provide land transportation in Manado, Indonesia

- Driver must be able to communicate basic English
- Driver must be knowledgeable of the ins and outs of Manado and surrounding environ

Date Time Route Requirement

February 17-21, 2020 0700H-2300H To any point in Manado, Indonesia 1 coaster, able to sit 10 passengers and luggage comfortably

3. Requirement: Provide accommodation in Manado, Indonesia

Date Requirement Number of rooms Remarks

February 17-21, 2020 Single occupancy 10 Inclusive of breakfast

4. Requirement: Provide meals in Manado, Indonesia

Date Requirement No. of pax Remarks

February 17 lunch 10

dinner 20 Dinner with Consulate and airlines

February 18 1 meal (lunch) 10

February 19 2 meals (lunch + dinner) 10 Lunch in Bunaken

February 20 2 meals (lunch + dinner) 10 Lunch in Tomohon

5. Requirement: Provide ground arrangements for the hotel and resort inspections with tour operators in Manado, Indonesia

Inclusions:

- Land/boat transfers (can accommodate 10 pax)
- English-speaking guide
- Water on-board
- Entrance fees/environmental fees (if needed)
- First aid kit for the group

Itinerary:

February 19, 2020

AM Pick up from hotel

Boat ride to Bunaken, Indonesia

Inspection of hotels/resorts/tourism facilities in Bunaken

Meeting with tourism stakeholders

Lunch

PM Proceed to Nain Island

Inspection of hotels/resorts/tourism facilities in Nain

Meeting with tourism stakeholders

Return to Manado

February 20, 2020

AM Inspection of hotels/resorts/tourism facilities in Manado

Meeting with tourism stakeholders

PM Proceed to Tomohon, Indonesia

Lunch

Inspection of hotels/resorts/tourism facilities in Tomohon

Meeting with tourism stakeholders

Return to Manado

VII. BUDGET

Total budget for this project is SEVEN HUNDRED EIGHTY-SEVEN THOUSAND FIVE HUNDRED PESOS (PHP 787,500.00) only.

VIII. CONTACT INFORMATION

- Project Officer : Elisa Jane S. Camunggol / Ghienele Gustilo
- Contact Number : +632 459 5200 local 508
- Email Address : gbgustilo@tourism.gov.ph

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. Original or certified true copy of duly notarized Omnibus Sworn Statement

5. DOT Accreditation Certificate (valid)

Kindly submit your quotation for the above requirement in a sealed envelope (indicating the Solicitation Number and Title of the Project) addressed to: Ms. Maita S. Dante, Department of Tourism, #351 Sen. Gil Puyat Avenue, Makati City 1200, Telephone Nos. 4595200/30 local 425

Created by MAITA SUMOGAD DANTE

Date Created 19/12/2019

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