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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 5256032
Procuring Entity DEPARTMENT OF TOURISM
Title 2nd Posting Airfare, Accommodation, Transportation, Meals (Familiarization Tour for TIECA May 19-24, 2018)

Area of Delivery

Solicitation Number:	2018-03-0104	Status	Active
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods	Bid Supplements	0
Category:	Travel, Food, Lodging and Entertainment Services	Document Request List	0
Approved Budget for the Contract:	PHP 916,320.64		
Delivery Period:		Date Published	28/03/2018
Client Agency:		Last Updated / Time	28/03/2018 00:00 AM
Contact Person:	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	Closing Date / Time	02/04/2018 14:00 PM

Description

TERMS OF REFERENCE

I. BIDDER : TOUR OPERATOR/ GROUNDHANDLER

II. PROJECT TITLE : FAMILIARIZATION TOUR FOR THAI INTERNATIONAL EDUCATION CONSULTANTS ASSOCIATIONS (TIECA)

III. BACKGROUND :

Guests Thailand University Officials and Education Agents

Destination Cebu

No. of Pax 10 TIECA Officials and Education Agents, 1 DOT ESL Staff, and 1 DOT Cebu Staff

Date of Implementation May 19-24, 2018

IV. PURPOSE/OBJECTIVES:

The Philippine Department of Tourism (PDOT) is need of services of a local tour operator or travel agency in the Philippines engaged in the business of providing international and domestic air tickets, tours and ground handling services.

The familiarization trip aims to attain the following objectives:

- Heightened awareness of the Philippines as an education and tourism destination;
- Encourage school officials and education agents to have a preference for the Philippines; and
- Enable local institutions and participants to create areas of cooperation and long-term engagements to further

develop Philippine ESL and education tourism in the Thai market.

V. MINIMUM REQUIREMENTS FOR SUPPLIERS:

- a. Must be DOT-accredited
- b. Must be willing to provide services on send-bill arrangement

VI. SCOPE OF WORK DELIVERABLES

Following are the services required by DOT:

- a. Purchase of international airfare tickets for 10 pax:

Route

Number of Passengers Arrival in Cebu Departure from Cebu

BKK-CEB

CEB-BKK 10 pax May 19, 2018

0630H May 24, 2018

2110H

- b. Provision of travel and accident insurance for each participant in case of emergency trip cancellation or emergency trip termination;
- c. Provisions of DOT-Accredited Thai tour guide for 6 days;
- d. Provision of (1) coaster for school inspection trips in Cebu, airport to hotel transfers for guests, and tours in Cebu City, Oslob, and Bohol Countryside;
- e. Day Tour arrangements in Cebu City, Oslob, and Bohol Countryside;
- f. Provisions of Rooms in at least 3-star accommodations in Mactan and Cebu City:
Mactan Island 12 Rooms, Single Occupancy 2 nights (May 19-20)
Cebu City 12 Rooms, Single Occupancy 3 nights (May 21-23)
- g. Provision of first aid medical kit for the participants; and
- h. Provision of restaurant meals and snacks during the tour for participants (10 TIECA participants, 1 DOT ESL Staff, and 1 DOT Cebu Staff

VII. BUDGET

Total budget allocation is PHP 916,320.64

Particular Allocation

Roundtrip International Air Ticket (10 pax) PHP 215,740.00

Accommodation (12 rooms, 5 nights) PHP 497,720.64

Transportation (Coaster, 6 days and 2 Ferry Rides) PHP 55,200.00

Meals (10 TIECA participants, 1 DOT Cebu Staff, and 1 DOT ESL officer) PHP 66,600.00

Accredited Thai Tour Guide (6 days) PHP 30,000.00

Tour Requirements (Cebu City Daytour, Oslob Tour, Bohol Countryside Tour, and Sky Adventure Experience) PHP 51,060.00

TOTAL PHP 916,320.64

In the event that 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 most advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.

VIII. CONTACT PERSON

Contact Person : ROMEO S. LIAMZON III

Market Development Group

Address : 5th Floor, DOT Building

351 Sen Gil Puyat Avenue, Makati City

Contact Number : 459-5200 local 520

Email Address : robyliamzon@yahoo.com.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 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 27/03/2018

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