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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 6651724  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** MICE ROADMAP ROLL-OUT-25-26 Cebu City/26-28 November 2019 Davao  
**Area of Delivery**

<b>Solicitation Number:</b>	2019-11-0312	<b>Status</b>	Pending
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services	<b>Date Published</b>	14/11/2019
<b>Approved Budget for the Contract:</b>	PHP 386,400.00	<b>Last Updated / Time</b>	13/11/2019 16:27 PM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	18/11/2019 14:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat Avenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425 t_romanesh@yahoo.com.ph		

#### Description

##### TERMS OF REFERENCE

Tour Operator in connection with  
MICE Roadmap Roll-out  
25 - 26 November 2019 | Cebu City & 26 - 28 November 2019 | Davao City

##### I. Background and Rationale

The Meetings, Incentives, Conventions and Exhibitions (MICE) is a tourism sector that provides a significant contribution to economic growth through revenue generation (tourism receipts) and job creation. MICE has been identified as one of the ten products in the National Tourism Development Plan 2016-2022 tourism portfolio. The tourism products were identified as preferences of key, strategic and niche/ opportunity source markets and the capacity of the Philippines tourism resources.

In 2016, the Philippine Association of Conventions and Exhibitions Organizers and Suppliers, Inc. (PACEOS), the Department of Trade and Industry - Board of Investments (DTI-BOI), the Department of Tourism (DOT) and the Tourism Promotions Board (TPB) have jointly developed the Meetings, Incentives, Conventions and Exhibitions (MICE) Roadmap 2030.

The Department of Tourism with the assistance of the Tourism Promotions Board and the Philippine Association of Conventions and Exhibitions Organizers and Suppliers, Inc. shall roll-out the MICE Roadmap at the following destinations:

25 – 26 November 2019 – Cebu  
 26 – 28 November 2019 – Davao

The activity aims to serve as a platform to present to stakeholders the MICE Roadmap, its objectives and strategies, and to elicit information on the needs of the stakeholders in advancing the MICE industry in their respective destinations.

In this regard, the Department of Tourism is in need of a DOT-accredited tour operator based in Manila to provide the following requirements:

## II. Requirements

### Venue and Meals

- Provision of meals during the period of 25-28 November 2019 for Resource Speakers, facilitator, DOT ROs, participants, and project secretariat
- Venue: Must be a DOT-Accredited establishment
- Provision of venue to accommodate 60 pax with basic sound system and IT personnel on stand-by;
- Breakdown of meal requirement as follows:

Mon, 25 Nov

CEBU Tue, 26 Nov

CEBU / DAVAO Wed, 27 Nov

DAVAO Thurs, 28 Nov

DAVAO MANILA

AM/ PM Snack n/a

Workshop Proper Good for 60 pax [CEB]

Workshop Proper Good for 60 pax [DVO] n/a

Lunch Good for 10 pax [CEB] Good for 10 pax [DVO]

Dinner Good for 10 pax [CEB] Good for 10 pax

[DVO] Good for 10 pax [DVO] n/a

Accommodation

- Must be in the same establishment as that of the workshop venue
- Must provide complimentary internet access
- Must provide complimentary parking spaces
- Breakdown of room requirement as follows:

### Date

Occupants Mon, 25 Nov

CEBU Tue, 26 Nov

DAVAO Wed, 27 Nov

DAVAO Thu, 28 Nov

Resource Speakers / Facilitators / Project Secretariat 5 twin sharing rooms 5 twin sharing rooms 5 twin sharing rooms  
 check-out

### Transportation

- Unit Required: 1 unit of van on 25 – 26 November in Cebu, 1 unit of van on 26 – 28 November in Davao
- Must be a DOT-accredited tourist transport
- Must be inclusive of fuel, toll and parking fees, driver's fee and meals, and all applicable charges
- Transportation services must be available 8 hours per day

III. Total Amount for the Project: Php 386,400.00 (inclusive of all taxes)

IV. Payment: Government Procedure

V. Contact Details:

Ms. Rochelle Ann C. Eneria

Policy Formulation and International Cooperation Division

459-5200 to 30 local 514

pdot.pfid@gmail.com, rceneria@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 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 Income or Business Tax Return (For ABC's above Php500K)
4. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement
5. DOT Accreditation Certificate

Kindly submit your quotation for the above requirement in a SEALED ENVELOPE indicating our Solicitation Number or

Reference Number, Company Name addressed to Ms. Teresita A. Romanes at DOT Bldg., 4th Floor, #351 Sen. Gil Puyat Avenue, Makati City.

**Created by** TERESITA A. ROMANES  
**Date Created** 13/11/2019

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