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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6607365
Procuring Entity DEPARTMENT OF TOURISM
Title Media Coverage of the Filipino-American Chefs Food Trip to the Philippines-November 10-19, 2019

Area of Delivery

Solicitation Number:	2019-10-0289	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	2
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Travel, Food, Lodging and Entertainment Services	Date Published	31/10/2019
Approved Budget for the Contract:	PHP 398,340.00	Last Updated / Time	30/10/2019 18:07 PM
Delivery Period:		Closing Date / Time	04/11/2019 14:00 PM
Client Agency:			
Contact Person:	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

I. BIDDER : Tour Operator

II. PROJECT TITLE : Media Coverage of the Filipino – American Chefs Food Trip to the Philippines
November 10 to 19, 2019
Metro Manila, Pampanga, Iloilo, Bacolod and Davao
4 pax: 2 OPAA representatives and 2 local media invitees

III. PURPOSE/OBJECTIVES

The Philippine Department of Tourism (PDOT) is in need of the services of a DOT-accredited local tour operator engaged in the business of providing domestic air tickets, guided culinary tours, and ground handling services.

IV. MINIMUM REQUIREMENTS:

- A. Must be accredited by the PDOT
- B. Must be willing to provide services on send – bill arrangement
- C. Must have handled DOT tour groups in the last three (3) years,
- D. Provision of travel and accident insurance for each participant in case of emergency, trip cancellation or emergency trip termination
- E. Ground arrangement for tour package (entrance fees, terminal fees, environmental fees, porters' fees, roundtrip

airport transfers with luggage provisions, tours, twin occupancy accommodation, and full board meals)
 F. Provision of participant's guidebook
 G. Provision of airport representatives to assist guests upon arrival and departure in airport
 H. Provision of first aid medical kit and mosquito repellent sprays for the participants

V. SCOPE OF WORK

A. Ferry Requirements

Number of pax Date Route Class ETD – ETA
 4 Nov 15, 2019 Iloilo - Bacolod Economy 0920H-1030H

B. Accommodation

Accommodations on the following dates inclusive of daily breakfast:

Date Hotel Room Type Quantity of Rooms

Nov 11 - 13, 2019

(2 nights) Must be a DOT accredited, at least 4-star hotel or equivalent in Pampanga Twin 2 rooms

Nov 13 - 15, 2019

(2 nights) Must be a DOT accredited, at least 4-star hotel or equivalent in Iloilo Twin 2 Rooms

Nov 15 - 17, 2019

(2 nights) Must be a DOT accredited, at least 4-star hotel or equivalent in Bacolod Twin 2 rooms

Nov 17 - 19, 2019

(2 nights) Must be a DOT accredited, at least 4-star hotel or equivalent in Davao Twin 2 rooms

C. Meals (Please see attached itinerary)

D.1. Regular meals:

Date Type No. of Pax Remarks

Nov 11, 13 - 23, 2019 Lunch 4 Set lunch with 2 round of drinks

Nov 9, 10, 12 - 15, 17, 19 - 22, 2019 Dinner 4 Set dinner with 2 rounds of drinks

D.2. Food and bar crawls (as indicated in the itinerary)

Date Type No. of Pax Remarks

Nov 10 - 14, 2019 Food crawl 4 Maximum cost at Php 3,000.00 per pax

Nov 16 - 18, 2019 Food crawl 4 Maximum cost at Php 3,000.00 per pax

D. Transportation

1. In Metro Manila, and Davao: one (1) van; should have a coordinator

E. Tours:

1. Food and bar crawls as indicated in the itinerary

All tours should provide for:

1. Parking, entrance, toll and other fees

F. Others

1. Travel Insurance for tour participants covering the tour dates

3. Provision of individual mosquito repellent sprays and first aid kit for the group

VI. BUDGET

Particulars Budget (PHP) Remarks

Domestic ferry tickets, accommodation, land and sea transportation, meals, food crawls, spa treatment;

Travel insurance (group)

Terminal fees, parking, toll, entrance, porterage and all other fees Php 398,340.00

Based on approved budget and attached quotation

GRAND TOTAL Php 398,340.00

Cost proposal must be submitted with an itemized breakdown. 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 the most advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.

VII. CONTACT PERSON(S)

Contact Person(s) : MR. CHARLES USI

Address : Office of Public Affairs and Advocacy

3F The New DOT Building, 351 Sen. Gil Puyat Avenue

Brgy. Bel Air, Makati City 1200

Contact Number: 459-5200 local 306

Email Address : usi.charles0216@gmail.com and czloyola@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 30/10/2019

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