



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 6449343  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** National Consultation in Developing the Local Tourism Code Manual and Module - 10-20 September 2019

#### Area of Delivery

<b>Solicitation Number:</b> 2019-09-0208	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations		
<b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	2
<b>Classification:</b> Goods	<b>Bid Supplements</b>	0
<b>Category:</b> Travel, Food, Lodging and Entertainment Services		
<b>Approved Budget for the Contract:</b> PHP 112,400.00	<b>Document Request List</b>	0
<b>Delivery Period:</b>		
<b>Client Agency:</b>	<b>Date Published</b>	07/09/2019
<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_roman@yaho.com.ph	<b>Last Updated / Time</b>	06/09/2019 15:26 PM
	<b>Closing Date / Time</b>	10/09/2019 14:00 PM

#### Description

TERMS OF REFERENCE  
 Tour Operator / Ground Arrangements  
 National Consultation in Developing the Local Tourism Code Manual and Module  
 19-20 September 2019 I Manila, Philippines

#### I. BACKGROUND

The Department of Tourism (DOT) is one of the pilot agencies implementing the Regulatory Impact Assessment (RIA) program in the country. The program aims to institutionalize RIA to create a business-friendly environment where regulations are transparent, consistent and unnecessary rules are removed.

The DOT has undertaken RIA orientation-workshops in several LGUs nationwide. In the course of consultations, the LGUs and particularly its stakeholders frequently cited the need to develop a transparent Local Tourism Code that will guide tourism stakeholders in the conduct of their business and professions.

Currently, there is no manual in preparing tourism code. This leads for several LGUs to copy tourism codes of other jurisdictions in which some provisions are not relevant and responsive to the needs of stakeholders. In addition, international, regional and national policies and standards related to tourism development and promotions were not incorporated in a typical local tourism code. Moreover, a participatory approach in the code formulation was seldom observed.

The project aims to develop a manual on the preparation of a Local Tourism Code. This will help LGUs in formulating respective tourism code consistent with RIA process and align with international, regional, and, national policies. The project also seeks to develop mentoring modules to capacitate DOT and LGUs.

1. Accommodation  
 Must be DOT Accredited  
 Must be near PICC Manila

□ Twin sharing room inclusive of breakfast (detail as follows)

- Room Quantity: 11 twin-sharing rooms and 3 single rooms
  - Number of nights: One Night (overnight)
  - Check In: 19 September 2019
  - Check Out: 20 September 2019
- Sub-Total Amount: Php 69,400.00

2. Meal / Dinner

- 19 September 2019: 25 pax
- Sub-Total Amount: Php 25,000.00

3. Transportation

1. DOT Accredited Tourist Transport
  2. Must provide 1 unit of 11 seater's van from 19-20 September 2019 (within Metro Manila)
  3. Fees are inclusive of fuel, parking fees and toll fees, and meals of the driver.
- Sub-Total Amount: Php 18,000.00

Approved Budget for Contract: PhP 112,400.00

Contact Person:

Ms. Mylene D. Talana

Policy Formulation and International Cooperation Division

Contact No.: 0966-614-3948 | 459-5200 to 30 local 514

Email Address: pdot.pficd@gmail.com | mdtalana@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)
2. PHILGEPs' Registration Number or Cert. of Platinum Membership in lieu of Mayor's Permit and Philgeps registration Number
3. Latest annual Income Tax Return or Bus. 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) 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

NOTE : For Land Bank Payment Purposes:

Bank's Name \_\_\_\_\_

Bank's Account Number \_\_\_\_\_

**Created by** TERESITA A. ROMANES

**Date Created** 06/09/2019

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