



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6904976
Procuring Entity DEPARTMENT OF TOURISM
Title Awareness Seminar on Diving in the Philippines in Puerto Galera, Oriental, Mindoro on APRil 22-24, 2020

Area of Delivery

Solicitation Number:	2020-03-0039	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	04/03/2020
Approved Budget for the Contract:	PHP 135,160.00	Last Updated / Time	03/03/2020 10:30 AM
Delivery Period:		Closing Date / Time	09/03/2020 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 : Service Provider

II. PROJECT TITLE : Awareness Seminar on Diving in the Philippines in Puerto Galera, Oriental Mindoro

III. PROJECT DATE : April 22-24, 2020

IV. MINIMUM REQUIREMENTS FOR SERVICE PROVIDER

1. Must be accredited by the DOT/PCSSD
2. Must be PHILGEPS registered
3. Must be willing to provide services on send-bill arrangement

V. DELIVERABLES

A service provider that will be in-charge of the following:

1. TRANSPORTATION

Date Itinerary Transfer # of Pax

22 April 2020 Metro Manila (2 pick-up points) to Batangas Port Van (1) 2

Batangas Port to Puerto Galera Boat (1) 2
 24 April 2020 Puerto Galera to Batangas Port Boat (1) 2
 Batangas Port to Metro Manila
 (2 drop-off points) Van (1) 2

2. ACCOMMODATION (inclusive of Breakfast)
 Date Type of Room # of Room/s # of Day/s
 22-24 April 2020 Single Occupancy with Breakfast 2 3 days/2 nights
 *Preferably within Sabang Beach, Puerto Galera, Oriental Mindoro

3. FUNCTION ROOM AND EQUIPMENT

DATE: 23 April 2020

- Venue good for thirty (30) pax
- Use of the venue for nine (9) hours from 8:00 am to 5:00 pm
- Lunch with one (1) round of drink for thirty (30) pax
- AM and PM Snacks with one (1) round of drink for thirty (30) pax
- Free flowing coffee and tea during the meeting
- Water station, mints, pads, and pencils during the meeting
- Complimentary use of one (1) LCD screen with projector
- Registration table and two (2) flipcharts with markers
- Basic sound system with two (2) wired or wireless microphone
- Assigned service associate for the whole duration of the event
- High -speed WIFI Internet Access
- Use of two (2) regulator sets
- Use of twelve (12) scuba tanks with twenty (20) pcs (2lbs) weights
- Use of four (4) pieces of 20 foot hose

4. MEALS

Date Meal/s to Consume # of Pax
 22 April 2020 Breakfast, AM Snacks, Lunch, PM Snacks and Dinner 2
 23 April 2020 Dinner 2
 24 April 2020 AM Snacks and Lunch 2

VI. APPROVED BUDGET

Total : PHP 135,160.00

VII. TERMS OF PAYMENT

- Send bill arrangement
- Government Procedure

VIII. CONTACT DETAILS

Contact Person : Shaliane L. Carvajal
 Office : Philippine Commission on Sports SCUBA Diving
 Contact Number : (02) 459-5200 loc. 510 or (02) 524-2242
 Email Address : shalianecarvajal.pcssddot@gmail.com

Contact Number : (02) 459-5200 local 510 or (02) 524-2242

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 03/03/2020

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.