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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 5312082
Procuring Entity DEPARTMENT OF TOURISM
Title Indian Media Familiarization Tour (June 04-11, 2018)
Area of Delivery

Solicitation Number:	2018-04-0143	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
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	25/04/2018
Approved Budget for the Contract:	PHP 932,417.04	Last Updated / Time	25/04/2018 00:00 AM
Delivery Period:		Closing Date / Time	30/04/2018 14:00 PM
Client Agency:			
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		

Description

TERMS OF REFERENCE

I. PROJECT

Indian Media Familiarization Tour

II. BACKGROUND

Group Name : Indian Media Familiarization Tour

No. of Pax : 5 Indian Media, 1 DOT- India project officer/coordinator, and 1 DOT OPMD- India project officer

Date Covered : June 4 – 11, 2018

Destinations : El Nido – Palawan, Bicol, Tagaytay, and Metro Manila

III. PURPOSE/OBJECTIVES

- With India consistently topping the arrivals for the opportunity markets, there is a need to keep the Philippines and our various destination offerings and related activities at the top of the minds of Indian travelers.
- The main goal of this fam is to further make the Philippines as a must experience destination in Asia and a destination of choice for Indian travelers.
- The fam also aims to introduce destinations, showcase the tourism products, and educate the media on the country's readiness to accommodate these Indian tourists as well as other activities that Indian travelers look for in our destinations.

IV. MINIMUM REQUIREMENTS FOR SUPPLIERS

- Must be DOT-accredited tour operator

- b) Preferably specializing in the market concerned
- c) Willing to provide services on send-bill arrangement

V. SCOPE OF WORK/DELIVERABLES

DATE DESTINATION REQUIREMENTS

June 4
Monday

Metro Manila /
El Nido, Palawan

- Transfers (2 vans, airconditioned) for 7 pax inclusive of parking fees to pick-up the group from international airport to domestic airport
- Airline tickets from Manila to El Nido inclusive of terminal fees for 7 pax
- Prepaid baggage allowance of 10 kls/pax for 7 pax
- Accommodation with breakfast in El Nido - 7 single de luxe rooms in a de luxe/ five star hotel or triple A resort (located in Cauayan/Miniloc Island)
- Lunch and dinner for 7 pax each meal in a restaurant/hotel/resort or alfresco offering Indian, Filipino or international cuisines
- Provision of bottled drinking water
- Travel insurance for 7 pax

June 5

Tuesday El Nido, Palawan

- Boat rental for island hopping with snorkeling for 7 pax
- Lunch and dinner for 7 pax each meal in a restaurant/hotel/resort or alfresco offering Indian, Filipino or International cuisines
- Accommodation with breakfast in El Nido - 7 single de luxe rooms in a de luxe/five star hotel or triple A resort (located in Cauayan/Miniloc Island)
- Provision of bottled drinking water
- Travel insurance for 7 pax

June 6

Wednesday El Nido / Manila / Bicol (Legazpi)

- Airline tickets from El Nido airport to Manila domestic airport inclusive of terminal fees for 7 pax
- Prepaid baggage allowance of 10kls/pax for 7 pax
- Transportation in Metro Manila (1 van, airconditioned) inclusive of parking fees to pick up the group from the airport and to be used for the rest of the day
- Airline tickets from Manila domestic airport to Legazpi airport inclusive of terminal fees for 7 pax
- Transfers (2 vans, airconditioned) inclusive of parking fees to pick-up the group from Legazpi airport to hotel in Legazpi
- Accommodation with breakfast - 7 single de luxe rooms in a de luxe/five star hotel or triple A resort (located in Legazpi City)
- Lunch and Dinner for 7 pax each meal in a restaurant/hotel/resort or alfresco offering Indian, Filipino or International cuisines
- Provision of bottled drinking water
- Travel insurance for 7 pax

June 7

Thursday Bicol (Legazpi) • ATV tours with zipline for 7 pax

- Kulinarya tour for 7 pax
- Firefly watching in Donsol, Sorsogon for 7 pax
- Transportation in Legazpi City (1 van, airconditioned) inclusive of parking fees to pick up the group from the hotel and to be used for the rest of the day
- Accommodation with breakfast - 7 single rooms in a de luxe/five star or triple A resort (located in Legazpi City)
- Lunch and Dinner for 7 pax each meal in a restaurant/hotel/resort or alfresco offering Indian, Filipino or international cuisines
- English speaking tour guide
- Provision of bottled drinking water
- Travel insurance for 7 pax

June 8

Friday Bicol (Legazpi)

- Whale Shark Interaction in Donsol, Sorsogon for 7 pax
- Transportation in Legazpi City (1 van, airconditioned) inclusive of parking fees to pick up the group from the hotel and to be used for the rest of the day
- Accommodation with breakfast - 7 single rooms in a de luxe/five star or triple A resort (located in Legazpi City)
- Lunch and Dinner for 7 pax each meal in a restaurant/hotel/resort or alfresco offering Indian, Filipino or international cuisines
- English speaking tour guide
- Provision of bottled drinking water

- Travel insurance for 7 pax
- June 9
Saturday Bicol (Legazpi) / Metro Manila
- Transfers (2 vans, airconditioned) inclusive of parking fees to pick-up the group from Legazpi hotel to airport in Legazpi
 - Airline tickets from Legazpi airport to Manila domestic airport inclusive of terminal fees for 7 pax
 - Transfers (1 van, airconditioned) inclusive of parking fees to pick-up the group from Manila domestic airport to hotel in Manila
 - Transportation in Metro Manila (1 van, airconditioned) inclusive of parking fees to pick up the group from the Manila domestic airport to hotel in Manila and to be used for the rest of the day
 - Accommodation with breakfast - 7 single rooms in a de luxe/five star hotel (located in Manila)
 - Lunch and Dinner for 7 pax each meal in a restaurant/hotel or alfresco offering Indian, Filipino or international cuisine
 - English speaking tour guide
 - Provision of bottled drinking water
 - Travel insurance for 7 pax
- June 10
Sunday Tagaytay / Metro Manila
- Transportation in Tagaytay (1 van, airconditioned) inclusive of parking fees to pick up the group from the hotel in Manila and to be used for the rest of the day
 - Kulinarya tour in Tagaytay for 7 pax
 - Day Spa Tour with participants experiencing the Philippine traditional massage like hilot, etc. for 7 pax
 - Lunch and Dinner for 7 pax each meal in a restaurant/hotel or alfresco offering Indian, Filipino or international cuisine
 - Accommodation with breakfast - 7 single rooms in a de luxe/five star hotel (located in Manila)
 - English speaking tour guide
 - Provision of bottled drinking water
 - Travel insurance for 7 pax
- June 11
Monday Metro Manila
- Transfers (2 vans, airconditioned) inclusive of parking fees to pick-up the group from hotel in Manila to Manila Int'l Airport
 - Travel insurance for 7 pax

Note:

1. There is no need for the tour operator to accompany the group, however, should the tour operator decide and insists to accompany the group for their own personal or business purposes, the expenses to be incurred must not be charged to DOT as overhead/operational expenses.
2. The winning tour operator should provide tour coordinator.

VI. BUDGET

1. Total estimated budget is Php932,417.04
2. Bidders are required to submit a detailed breakdown of all package components.
3. The DOT through Office of Product and Market Development - India, will endeavor to secure sponsorship (e.g. accommodation, meals, transportation, entrance fees, tours), to bring down actual implementation costs. The cost of said sponsorship will then be deducted from the total package cost. In the same manner, DOT will also try to negotiate for preferential rates (e.g. accommodation, entrance fees, tours), the same must not be marked up by the tour operator.

VII. PROJECT OFFICER/CONTACT PERSON

Mr. Juanito A. Sayo
DOT OPMD - India
Tel. No. 459-5200 locals 522 and Mobile No. 0932-7452210

NOTE: The winning bid however, 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.

NOTED:

DAKILA F. GONZALES
Head, Office of Product and Market Development - India

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

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