



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 5490721  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Familiarization Tour for Russian Education Agents (Cebu and Bohol-August 27 to 2 September 2018)

**Area of Delivery**

<b>Solicitation Number:</b>	2018-07-0174	<b>Status</b>	Active
<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>Document Request List</b>	0
<b>Approved Budget for the Contract:</b>	PHP 581,650.00		
<b>Delivery Period:</b>		<b>Date Published</b>	14/07/2018
<b>Client Agency:</b>		<b>Last Updated / Time</b>	14/07/2018 00:00 AM
<b>Contact Person:</b>	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	<b>Closing Date / Time</b>	17/07/2018 14:00 PM

**Description**

TERMS OF REFERENCE

I. PROJECT TITLE : Familiarization Tour for Russian Education Agents

II. DATE OF IMPLEMENTATION : 27August to 2 September 2018

III. NUMBER OF PAX : 13 (10 Russian agents, 2 DOT Manila Staff, and 1 DOT Cebu Staff)

IV. DESTINATIONS : Oslob, Cebu City Proper, and Bohol

V. BACKGROUND :

The OPMD-ESL conducted the first familiarization tour for Russian, Kazakhstani, and Kyrgyztani education agents on January 13-20, 2017 to take advantage of their interest to discover more Asian countries that offer affordable overseas education. Currently, Malaysia and Singapore are the most preferred study destinations among students from Russian and Commonwealth of Independent States (CIS) countries due to lower cost, accessibility, safety, and security. The activity has enabled the agents to gain information on the schools' facilities, curriculum, cost, quality of teachers, and fun activities necessary in designating tour packages suitable for Russian students.

VI. PURPOSE/OBJECTIVES :

The familiarization tour aims to expand the network of Russia agents selling Philippine ESL. It is also expected to sustain the popularity of the Philippines as an alternative study destination among the Russian market.

In addition to the education component, the familiarization tour aims to highlight the attractions and fun components

to further convince the agents to consider the Philippines as an educational destination for their students.

VII. MINIMUM REQUIREMENT OF SUPPLIERS :

- Must be DOT-accredited
- Must be willing to provide services on send-bill arrangement

VIII. SCOPE OF WORK DELIVERABLES :

Hotel

Destination	Hotel/Resort Category	Room Category	Number of Rooms	Required	Remarks
Mactan Island	At least 3-star	Single Occupancy	12	1 night	
Cebu City	At least 3-star	Single Occupancy	12	5 nights	

Transportation

Route	Vehicle Requirement	ETD #	of Hours	Required	Remarks
Hotel to Cebu Schools	Coaster	10	hours per day	5 days	
Cebu City to Oslob	Coaster	10	hours	1 day	
Bohol	Coaster	10	hours	1 day	

Meals

Day/Date	Meals	Number of Pax	Remarks/Special Requirement
27 August 2018	Lunch and Dinner	13	
28 August to 2 September 2018	Breakfast, Lunch, and Dinner	13	

Tours

Day/Date	Activities	Number of Pax	Remarks/Special Requirement
30 August 2018	Oslob Whale Shark Watching	13	Packed Breakfast
31 August 2018	Bohol Island Tour		
		13	Packed Breakfast
	Roundtrip Ferry Ride (Cebu-Bohol)		
1 September 2018	Best of Cebu Tour	13	

IX. BUDGET

Total Budget allocation for the familiarization tour is PHP 581,650.00, charged against the 2018 Work and Financial Program of OPMD-ESL.

Particular Allocation

Accommodation (12 rooms, 6 nights) PHP 326,800.00  
Transportation (Coaster, 8 days and Round trip Ferry Ride) PHP 62,800.00  
Meals (10 Russian agents, 1 DOT Cebu Staff, and 2 DOT ESL officers) PHP 82,600.00  
Accredited Russian Tour Guide (6 days) PHP 36,000.00  
Tour Requirements (Cebu City Tour, Oslob Tour, and Bohol Island Tour) PHP 73,450.00  
TOTAL PHP 581,650.00

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 most advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.

X. CONTACT PERSON

Contact Person: Romeo S. Liamzon III  
English as a Second Language – Office of Product and Market Development  
459-5200 loc. 520  
09178071613  
roblyamzon@yahoo.com.ph

**Other Information**

Partial bids are allowed. All Goods are grouped in lots listed above. Bidders shall have the option of submitting a proposal on any or lots and evaluation and contract award will be undertaken on a per lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding, evaluation and contract award.

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

**Date Created** 13/07/2018

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