



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 5148340
Procuring Entity DEPARTMENT OF TOURISM
Title Hotel Accommodation (Orientation Seminar and Workshop on Climate Change and Tourism)
Area of Delivery Metro Manila

Solicitation Number:	2018-02-0044	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 - General Support Services	Document Request List	2
Category:	Hotel and Lodging and Meeting Facilities	Date Published	09-Feb-2018
Approved Budget for the Contract:	PHP 223,800.00	Last Updated / Time	09-Feb-2018 00:00 AM
Delivery Period:	3 Day/s	Closing Date / Time	13-Feb-2018 10:00 AM
Client Agency:			
Contact Person:	Maria Alma O Almazan Administrative Officer III #351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-8900189 63-02-8900189 almaoalmazan@yahoo.com.ph		

Description

Orientation Seminar and Workshop on Climate Change and Tourism
14-16 February 2018, Manila, Philippines

TERMS OF REFERENCE

Requirement: DOT Accredited Hotel

The said DOT Accredited Hotel shall provide the following in connection with the Orientation Seminar and Workshop on Climate Change and Tourism on 14-16 February 2018:

1. ACCOMMODATION

Type of Hotel : 3 Star Hotel
 Check-in . 14 February 2018
 Check-Out • . 16 February 2018
 No. of Rooms : 14 Rooms
 Type of Rooms : Twin Sharing
 Inclusions . Breakfast and Wifi connection

Location of Hotel : within Manila area

Must be DOT-accredited accommodation establishment SUBTOTAL FOR ACCOMMODATION: PHP 100,800.00

2. WELCOME DINNER — 14 FEBRUARY 2018

Venue Same Hotel

Cuisine : Filipino/International

No. of Pax : 25

TOTAL FOR WELCOME DINNER: PHP 22,500.00

3. WORKING VENUE — 15 FEBRUARY 2018

a.) Lunch/AM/PM Snacks

Venue Function room within the same Hotel

Cuisine Filipino/International

No. of Pax 60

BUDGET PHP 78,000.00

b.) Dinner

- Venue Same Hotel

- Cuisine Filipino/International

- No. of Pax 25

- BUDGET PHP 22,500.00

Working venue must provide projector, microphones, pencils and papers SUBTOTAL FOR WORKING VENUE: PHP 100,500.00

Breakdown of Budget:

ACCOMMODATION PHP 100,800.00

WELCOME DINNER PHP 22,500.00

WORKING VENUE PHP 100,500.00

TOTAL BUDGET PHP 223,800.00 (Inclusive of Tax)

Payment: Government Procedure

Contact Person: Marcos S. Aradanas (Mr.)

Tel. No. (632) 459-5200 to 30 local 514 or 506

Fax No. (632) 890-0544

Email: aradanasmarcosahoo.com I pdot.pficdqmll.com

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.

Kindly submit your quotation for the purchase of the above requirement, indicating our Solicitation Number & Company Name in a sealed envelope, addressed to Ms. Maria Alma Almazan at DOT Bldg., 4th Floor, 351 Sen. Gil Puyat Avenue, Makati City

PLEASE SUBMIT THE FOLLOWING DOCUMENTS:

1. Current Mayor's/Business Permit/BIR Certification of Registration (Individual)
2. Philgeps Registration Number or Certificate of Platinum Membership in lieu of Mayor's Permit and Philgeps Registration Number
3. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement (see attached form)
4. DOT Accreditation Certificate

Deadline for the submission of quotation: February 13, 2018 10:00 am.

Created by Maria Alma O Almazan

Date Created 08-Feb-2018

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