



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 4936515
Procuring Entity DEPARTMENT OF TOURISM
Title Rental of Hotel's Function Room (November 20, 2017)

Area of Delivery

Solicitation Number:	2017-11-0359	Status	Active
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods	Bid Supplements	0
Category:	Hotel and Lodging and Meeting Facilities	Document Request List	0
Approved Budget for the Contract:	PHP 56,000.00		
Delivery Period:		Date Published	08-Nov-2017
Client Agency:		Last Updated / Time	08-Nov-2017 00:00 AM
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	Closing Date / Time	16-Nov-2017 10:00 AM

Description

TERMS OF REFERENCE

Rental of Function Room in connection with the Protocol, Etiquette and Social Graces Training Conducted by the Industry Manpower Development
November 20, 2017

I. ITEM

- 1 (one) Function Room for 40 pax
- Within Makati City

II. Requirements:

- Rental of 1 function room – can accommodate 40 pax
- Hotel must be DOT Accredited with at least a 3-star rating
- With microphone (P.A. System) and projector
- Meals (AM snacks, buffet lunch and PM snacks w/ drinks and flowing coffee) (Php1,400/pax)
- Whole day rental of function room from 07:00AM – 06:00PM
- Servers must be well groomed
- Set-up with enough space for practical activity.

III. Amount:

- Php56,000.00

IV. Date: November 20, 2017

V. Payment Procedure:

- Government Procedure

VI. Contact Persons:

- Kytlin Kyla Principio
Imelda Basto
(02) 459 - 5200 loc. 214/218

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 Permit
2. PHILGEPs' Registration Number
3. BIR latest annual Income Tax Return
4. Omnibus Sworn Statement duly notarized 2017
5. Valid DOT Accreditation certificate

PLEASE ALWAYS INDICATE BOOKING CLASS and AIRLINE RATE

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. 890-0189/ 459-5200/30 loc. 110

NOTE : For Land Bank Payment Purposes:

Bank's Name _____
Bank's Account Number _____

Created by TERESITA ANDRIN ROMANES

Date Created 07-Nov-2017

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