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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 4739638  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** VISIT OF MADRID FUSION ORGANIZERS FOR THE MFM 2017 DEBRIEFING AND FORWARD PLANNING FOR MFM 2018

#### Area of Delivery

<b>Solicitation Number:</b>	2017-08-0235	<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>	3
<b>Classification:</b>	Goods - General Support Services	<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 400,100.00		
<b>Delivery Period:</b>	7 Day/s		
<b>Client Agency:</b>			
<b>Contact Person:</b>	Melanie Claire Pasion Singzon Supervising Administrative Officer 4th Floor, DOT Bldg. No. 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.219 63-02-8900189 msingzon_gsd@yahoo.com	<b>Date Published</b>	18-Aug-2017
		<b>Last Updated / Time</b>	18-Aug-2017 00:00 AM
		<b>Closing Date / Time</b>	22-Aug-2017 17:00 PM

#### Description

TERMS OF REFERENCE  
I. PROJECT

VISIT OF MADRID FUSION ORGANIZERS FOR THE MFM 2017 DEBRIEFING AND FORWARD PLANNING FOR MFM 2018

II. BACKGROUND

In line with the success of Madrid Fusion Manila 2017, a third staging of the international gastronomic event has been committed by the Secretary.

The Madrid Fusion organizers (4pax) will be in the country for the MFM 2017 debriefing and the MFM 2018 forward planning

Date of travel: September 11-17, 2017

### III. PURPOSE/OBJECTIVES

- To attend MFM 2017 debriefing and forward planning for MFM 2018

### IV. MINIMUM REQUIREMENTS FOR SUPPLIERS

- a) Must be DOT accredited
- b) Specializes in the European market
- c) Willing to provide services on a send-bill arrangement

### V. SCOPE OF WORK/DELIVERABLES

Provide hotel accommodation in Makati near Greenbelt (4-single rooms), meals, transportation (van) on-call, ocular inspection and cuisine sampling of restaurants of possible Philippine chefs for MFM 2018, incidentals for the duration of the visit from September 11-17, 2017.

VI. BUDGET : PHP 400,100.00

### VII. PROJECT OFFICER/CONTACT PERSON:

MARITES BALLESTER  
Mobile: 0921 441 22 15

Note: Cost of items in quotation should be broken down. Prices quoted should be adjusted if is able to get sponsorships/ special rates for some package components. Likewise, adjustment on the cost must also be made in the event that there is an increase or decrease in the number of participants.

Deadline for submission of sealed quotation : AUGUST 22, 2017 (5:00 pm)

Note: The winning bid however, 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 together with the documentary requirements listed below, indicating our Solicitation Number & Company Name IN A SEALED ENVELOPE, addressed to Ms. Melanie Claire P. Singzon (Procurement Management Division) at 4th Floor, DOT Bldg., 351 Sen. Gil Puyat Avenue, Makati City.

### DOCUMENTARY REQUIREMENTS TO BE SUBMITTED:

- Current Mayor's / Business Permit
- PhilGEPs Registration Number
- Latest Income/ Business Tax Return
- Duly Notarized Omnibus Sworn Statement (Please see attached)
- DOT Accreditation Certificate

For Land Bank Payment Purposes:

Bank Name : \_\_\_\_\_

Bank Account Number : \_\_\_\_\_

Note : OTHER BANK WITH BANK CHARGES

**Created by** Melanie Claire Pasion Singzon

**Date Created** 17-Aug-2017

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