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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 4987183
Procuring Entity DEPARTMENT OF TOURISM
Title Familiarization Tour For Thai Travel Agents and Media; Prdouct Presentation and B2b Meetings
Area of Delivery

Solicitation Number:	2017-11-0385	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:	Travel, Food, Lodging and Entertainment Services	Document Request List	0
Approved Budget for the Contract:	PHP 680,280.00		
Delivery Period:		Date Published	23-Nov-2017
Client Agency:		Last Updated / Time	23-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	27-Nov-2017 14:00 PM

Description

TERMS OF REFERENCE

I. BIDDER : TOUR OPERATOR/GROUNDHANDLER

II. PROJECT TITLE : Familiarization Tour with Thai Travel Trade and Media;
Product Presentation and B2B Meetings

III. BACKGROUND :

Destination : Cebu / Bohol / Oslob

No. of Pax : 58 pax – 36 Travel Trade & 22 Media

Date of Implementation : December 3-7, 2017

IV. PURPOSE/OBJECTIVES:

The Philippine Department of Tourism (PDOT) is in need of services of a local tour operator or travel agency in the Philippines engaged in the business of providing tours/ground handling services and conduct of business-to-business meeting.

The familiarization trip aims to attain the following objectives:

a. To showcase and promote the Philippines as a preferred destination to the Thai market

- b. Showcase the tourism products and educate the travel trade on the country's readiness to accommodate the Thai market.
- c. To generate publicity for the Philippines

V. MINIMUM REQUIREMENTS FOR SUPPLIERS:

- a. Must be DOT-accredited
- b. Must be willing to provide services on send -bill arrangement
- c. Must be based in Cebu.
- d. Preferably with experience in handling the Thai market

VI. SCOPE OF WORK DELIVERABLES

Following are the services required by DOT:

- a. Provision of travel insurance for each participant in case of emergency trip cancellation or emergency trip termination and accident insurance
- b. Ground arrangement for tour package (roundtrip airport transfers with luggage provision, sightseeing tour or guided tours; lunch and dinner for Day 1 and dinner for Day 2 to 5)
 - 1. Room accommodation for the following destinations:

Date Destination Requirements

December 03 Bangkok - Cebu 1. Transfers (air-conditioned coaster or van) for travel agents and media inclusive of parking fees; provision of bottled drinking water

2. Lunch and Dinner for the group

3. Cebu City Tour (inclusive of entrance fee and tour guides)

December 04 Cebu 1. Dinner

2. Lapu-Lapu City Tour (inclusive of entrance fee and tour guides)

3. Provision of bottled water

December 05 Cebu - Oslob 1. Transfers: Cebu to Oslob (RT) > 4 units of van (air-conditioned)

2. Whale Shark Watching and Sumilon Island Tour (inclusive of entrance fee and other related expenses)

3. Dinner

4. Provision of bottled water

December 06 Cebu - Bohol 1. Bohol Tour (inclusive of entrance fees, roundtrip ferry and tour guide)

2. Dinner.

3. Provision of bottled water

December 07 Cebu - Bangkok 1. Mactan Island Hopping Tour

2. Dinner

3. Transfer (air-conditioned coaster or van) inclusive of parking fees

4. Provision of bottled water

- c. All participants must be billeted in one accommodation facility in each of the destinations. If this is not possible, accommodation must be within close proximity and of the same category
- d. Provision of entertainment in the destination and should depict/highlight modern fusion show and local dancers
- e. Provision of participant's guidebook, participant's id and luggage tags
- f. Provision of welcome banner upon arrival in Cebu airport
- g. Provision of first aid medical kit for the participants

VII. BUDGET

Total budget allocation is PHP 680,280.00

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.

VII. CONTACT PERSON

Contact Persons : PAMELA SAMANIEGO and/or MIAH ADAO

Office of Product and Market Development - TIV

Address : 5th Floor, DOT Building

351 Senator Gil Puyat Avenue, Makati City

Contact Number : 459-5200 local 524

Email Address : pam_samaniego@yahoo.com or
miah.adao@yahoo.com.ph

Prepare by:

PAMELA SAMANIEGO
Office of Product and Market Development

Noted by:

RAYMUND GLEN A. AGUSTIN
Officer-in-Charge
Office of Product and Market Development

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 (2016)
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. 459-5200/30 loc. 425

NOTE : For Land Bank Payment Purposes:

Bank's Name _____
Bank's Account Number _____

Created by TERESITA ANDRIN ROMANES

Date Created 22-Nov-2017

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