



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 4694467
Procuring Entity DEPARTMENT OF TOURISM
Title Groundhandler
Area of Delivery Metro Manila

Solicitation Number:	2017-07-0204	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	Document Request List	0
Category:	Travel, Food, Lodging and Entertainment Services	Date Published	01-Aug-2017
Approved Budget for the Contract:	PHP 802,000.00	Last Updated / Time	01-Aug-2017 00:00 AM
Delivery Period:	7 Day/s	Closing Date / Time	04-Aug-2017 14:00 PM
Client Agency:			
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		

Description

REQUIREMENTS FOR THE CONDUCT OF THE CRUISE TOURISM DEVELOPMENT WORKSHOP FOR VISAYAS

TERMS OF REFERENCE

1 Background

The Department of Tourism (DOT) has prepared the National Cruise Tourism Development Strategy to provide the framework for harnessing the potential of cruise tourism as an emerging tourism product and vital engine for tourism growth. Cruise tourism is one of the nine (9) product portfolios that will support the strategic directions of the National Tourism Development Plan 2016-2022, namely: (1) to enhance the competitiveness of the Philippines as a tourist destination in the Asia Pacific region and (2) promote inclusive and sustainable tourism. The NCTDS was prepared with assistance from the United States Agency for International Development under the Advancing Philippine Competitiveness Project.

Based on the strategy, by 2022, the Philippines will already be positioned as offering:

- (1) A set of attractive and diverse destinations for cruise lines operating from major homeports in Asia offering high levels of customer satisfaction and cost-effective deployments for large ships, and
- (2) Manila as a superior port for cruises between the Philippines and other Asian nations, and eventually cruises wholly within the Philippines with the long-term vision of becoming a homeport for cruises and not just a turn-around destination.
- (3) A hub for expedition and small-ship cruises especially covering: (a) the Coral Triangle of Philippines, Micronesia, Palau, Guam and Papua New Guinea; and (b) Southeast Asia being the Philippines, Vietnam, East Malaysia and East

Indonesia; and

(4) A major regional cruise center in Asia that supply not only cruise ship experiences but also crew training, crewing, cruise line business outsourcing and cruise ship maintenance services in Asia.

An expanded Cruise Tourism Development Committee led and serviced by DOT was formed in the first half of 2016. The other member agencies include: DOTC, DPWH, BID, BOC, PAGCOR, BoQ, TIEZA, and the private sector represented by the Tourism Congress of the Philippines. The Committee has started with pocket meetings among agencies and the private sector including port agents to discuss and identify the policy recommendations in the past two months.

In the second half of 2016, the DOT seeks to focus on implementing the strategic action programs and activities articulated under the plan. To carry this out, the TIEZA, as member of the Cruise Tourism Development Committee, seeks to support the DOT's program through the conduct of a series of workshops in the four priority cruise destinations, specifically Manila, Boracay, Puerto Princesa and Ilocos Region to be participated in by groups of stakeholders involved in the implementation of the strategic directions articulated under the National Cruise Tourism Strategy.

2 Objective of the Workshop Series

The three-day workshop aims to provide a venue for the stakeholders to learn about the cruise tourism industry as well as work together in implementing the strategic action programs under the National Cruise Tourism Strategy. The output of the workshop is the three-year rolling work plan for the implementation of the proposed plans for their respective regions/areas to make a compelling cruise holiday destination.

3 Workshop Schedule

The workshop will be conducted in a period of three days with the below schedule:

CRUISE TOURISM DEVELOPMENT WORKSHOP FOR VISAYAS
August 30 to September 1, 2017

Workshop Schedule

Day One-August 30, 2017

TIME TOPIC/S RESOURCE SPEAKER/ PROJECT OFFICER

0600H

Assembly at the resort lobby/registration

0645H Proceed to Cagban Port DOT-MDG, DOT Region VI

0700H Observe the arrival facilitation/courtesies of Genting Dream

0900H Back to resort

Check-out

1000H Depart for Caticlan Port

1020H Arrive Caticlan Port

Proceed to Motag Museum

1120H Depart for Iloilo

1230H Lunch stop in Kalibo

1330H Proceed to Iloilo

1800H Arrive Iloilo

Check-in hotel

Dinner

Overnight Iloilo

Day Two - August 31, 2017

0800H Registration

0830H Opening Ceremony

*Opening Prayer

*Philippine National Anthem

*Welcome Remarks

*Seminar mechanics/House Rules

DOT Region VI

DOT-MDG

0900H- 0930H

Cruise Tourism Industry: The Global and National Landscape MDG-Cruise

0930H-1030H Port Services, Protocols and Requirements

Philippine Ports Authority

Port Agent

1030H-1130H Customs, Immigration and Quarantine (CIQ) Bureau of Immigration, Bureau of Customs, Bureau of Quarantine

1130H-1230H Security Protocols and Disaster Risk Reduction Management for Cruise Tourism PNP, Regional Disaster Risk Reduction Management Office

1230H-1330H Lunch Break

1330H-1415H

Inclusive Growth and Inclusive Revenue-How the Community Gets a Share in the Income from Cruise Calls Cruise Practitioner

Speaker

1415H-1500H Market-Product Matching

- Northeast Asia

- Europe

- All other markets

DOT-MDG

1500H-1545H The Philippine Cruise Experience- Samples, Best Practices, and the Ideal Cruise Reception Management
Cruise Practitioner Speaker

1545H- 1645H Cruise Tourism in the Philippines

- The Ilocos Experience

- The Puerto Princesa Experience

- The Boracay Experience

Ilocos Region

Puerto Princesa

Boracay

1700H-1710H Wrapping-up

End of Day I

Day Two – Sept. 1, 2017

0800H Registration

0830-0900H Transit Port and Homeport Projections

DOT-MDG

00900H-0930H Brief Summary of Day 1 and 2 Discussions

Mechanics of Action Planning

MDG-Cruise

0930H-1030H Action Planning Small group discussion c/o DOT Region VI, MDG-Cruise

1030H-1200H Presentation of Cruise Tourism Development Plan Output per cruise destination (Region VI, Region VII and Region VIII) DOT-MDG

1200H-1300H LUNCH

1300H-1500H Finalization and Signing of Proposed Cruise Tourism Development Plan for Visayas MDG Cruise

Photo Opportunity

1500H-1515H Wrapping up

Closing Remarks

MDG-Cruise

End of the workshop

4 Scope of Work and deliverables

There is a need for a DOT-accredited ground handler/tour operator to provide all the requirements for the conduct of the Cruise Tourism Development Workshop for Visayas. Details of the required services are the following:

1. Workshop venue (good for 100 pax)

Should be in a four star hotel in the main business district of Iloilo City.

2. Meals during the three-day workshop (2 snacks, 1 lunch per day) for 80 pax

Meals (dinner for speakers and participants from other regions) for 32 pax x 4 dinner

3. Hotel accommodation

a. Iloilo - 10 twin sharing rooms x 3 nights (should in the same venue of the workshop)

b. Boracay - 25 rooms x 1 night

4. Roundtrip air tickets (per prescribed route to Iloilo and Boracay) for 18 pax**5. Honorarium for speakers (5 speakers for 2 hours per speaker)****6. Transportation (bus hire from Caticlan to Iloilo, van hire within Iloilo for 2 days). Vehicles should be DOT accredited.****5 Budget**

The budget for the above workshop is Eight Hundred Two Thousand Pesos (Php 802,000.00) chargeable against the budget of the DOT-MDG Cruise. Full payment shall be made fifteen (15) days after the full completion of the project and submission of the billing statement.

6. Evaluation Procedure

The winning bidder shall be selected not solely based on the amount of bid but the Philippine Department of Tourism Bids and Awards Committee (PDOT-BAC) shall also consider the overall handling proposal of the company based on the Terms of Reference (TOR).

The Lowest Calculated Bid (LCB) shall be post-qualified by the PDOT-BAC to determine whether the concerned bidder complies with and is responsive to all the requirements and conditions as specified in the bidding documents. If determined upon post qualification that the bidder with the LCB fails the other terms and conditions in these bidding documents including the design of the booth, the PDOT-BAC shall consider the bidder with the second LCB, and so on, to determine the Lowest Calculated and Responsive Bid (LCRB) for this bidding.

7. Contact Person

Ms. Jing Esmaña

Market Development Group, DOT

Email: jingaspac@gmail.com

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 31-Jul-2017

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