



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9600645  
**Procuring Entity** DEPARTMENT OF TOURISM - NCR  
**Title** AIR, GROUND HANDLING, AND TRANSPORT SERVICES (TOUR OPERATOR AND/OR TRAVEL AND TOUR AGENCY) for DOT-NCR'S PARTICIPATION TO THE SUROY-SUROY SA SUGBO (ENCHANTING CAMOTES) on : April 14-17, 2023  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	NCR-2023-03-018	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	1
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services		
<b>Approved Budget for the Contract:</b>	PHP 733,902.00	<b>Document Request List</b>	0
<b>Delivery Period:</b>	4 Day/s		
<b>Client Agency:</b>		<b>Date Published</b>	24/03/2023
<b>Contact Person:</b>	Lawrence Jacosalem Alcantara Supply Officer 351 Sen. Gil Puyat Ave. Makati City Metro Manila Philippines 63-8-4595200 Ext.212 63-8-5533530 dotncr.bac@tourism.gov.ph	<b>Last Updated / Time</b>	23/03/2023 11:23 AM
		<b>Closing Date / Time</b>	31/03/2023 08:00 AM

#### Description

##### BRIEF DESCRIPTION:

The development of Philippine Culture, Heritage and Arts Caravans is part of the cultural tourism product development program conceived to highlight and herald the Filipino brand and identity in all aspects of the travel and tourism experience. The Regional Tourism Offices have been instructed to particularly develop and replicate this as part of the selling proposition of each municipality or city specifically those which are not so popular and not so visited. As such, all DOT Regional Tourism Offices are instructed to join the Cebu Province developed tour called Suroy Suroy Sugbo to draw inspiration from it with the hope of studying it and its potential replication in their respective jurisdiction

##### OBJECTIVES:

1. Diversify the cultural tourism product offerings of the country for both domestic and international tourists
2. Equalize opportunities and spread the benefits of tourism across the regions and destinations of the country
3. Improve the identity of the Philippines as a Cultural destination through the development and packaging of unique Filipino tourism experiences;
4. Promote both known and lesser-known cultural, heritage and art products, activities and destinations in the country;
5. Support the preservation of the country's cultural, heritage and artistic resources and assets; and
6. Instill a sense of pride and patriotism among the Filipino people through greater appreciation of the country's culture, heritage and arts.

##### TECHNICAL SPECIFICATIONS/ DELIVERABLES:

A. Air Travel for DOT-NCR Staff and invited Stakeholders from Metro Manila

Air travel for the 20 pax on the following dates and details:

Date Cost per way Baggage Allowance Total

April 14, 2023

Manila-Cebu (April14) Php 6,585.00 + 40% (2,634)

Must depart Manila at 12 NN and arrive at 1:30 PM at Cebu

7 kgs hand carry and 20 kgs check-in luggage allowance

9,219 x 20pax = 184,380.00

April 16, 2023

Cebu-Manila (April 17) Php 7,098.00 + 40% (2,839.20)

Must depart Cebu at 5:55 PM and arrive at 7:30 PM

7 kgs hand carry and 20 kgs check-in luggage allowance

9,937.20 x 20 pax = 198,744.00

#### B. Transportation

Three (3) units of Van Hire in Metro Cebu City - DOT NCR Staff and MM Stakeholders from Mactan Airport - Billeting Hotel and Metro Cebu for 2 days

- Inclusive dates: April 14 and 17, 2023

- 12 hours use of van

- Three (3) units of air-conditioned van

- Inclusive of: Driver, Driver's Meals, Fuel, Parking, Toll Fees, Driver's Fee

- Driver must be fully vaccinated

- 6,000/day x 2 days x 3 Vans = Php 36,000.00

Three (3) units of Van Hire in Metro Cebu City - DOT NCR

Staff and MM Stakeholders at Hotel - Pier 1 and points in Metro Cebu for 2 days

- Inclusive dates: April 15 and 16, 2023

- 6 hours use of van

- Three (3) units of air-conditioned van

- Inclusive of: Driver, Driver's Meals, Fuel, Parking, Toll Fees, Driver's Fee

- Driver must be fully vaccinated

- 3,000/day x 2 days x 3 Vans = Php 18,000.00

#### C. Hotel Accommodation

- Standard Hotel

- Air conditioned

- Breakfast must be included

- With internet connection

- Hotel must be 2 - 4km within Pier 1 Ocean Jet Terminal

- Hotel must be DOT Accredited

For DOT-NCR Staff

Php 1,800.00/night x 2 nights

(April 14-15 and April 16-17) X 10 rooms

Php 36,000.00

#### D. Meals

DOT NCR Meals

Meal - Php 540 x 8 pax x 3 days

Total: 12,960.00

Stakeholder Meals

Meal - Php 500 x 12 pax x 5 meals

Total: Php 30,000.00

#### E. Suroy-suroy Tour

- Payment facilitation and coordination with the Tour Operators, Organizers of the Suroy-Suroy Sugbo (Camotes Island) for seamless transition or transfers to and from the tour

Rate per person Php 11,502/ person

Twin share - 1room with 2 Double Bed x 2 pax

- subtotal: 23,004.00

Rate per person Php 10,823

Twin share - 9 rooms with 1 Double Bed, 1Single bed x 18 pax

- subtotal: 194,814.00

#### BREAKDOWN OF BUDGETARY REQUIREMENTS

Air ticket 383,124.00

Transportation 54,000.00

Accommodation 36,000.00

Meals 42,960.00

Suroy-suroy Tour 217,818.00

Total 733,902.00

APPROVED BUDGET FOR THE CONTRACT PHP 733,902.00

PESOS: SEVEN HUNDRED THIRTY-THREE THOUSAND NINE HUNDRED TWO ONLY

(inclusive of taxes and is subject to appropriate government taxes.)

#### MINIMUM REQUIREMENTS FOR SUPPLIERS

A. A Philippine based registered Tour Operator/Travel Agency;

B. Must be accredited by the DOT and must abide to the Memorandum Circular on the Health and Safety Guidelines Governing the Operations of Travel and Tour Agencies and Tour Guides under the New Normal;

C. Must allow flexible rebooking dates for accommodation with minimal fees, if applicable;

D. Provision of first aid medical kit for the group;

E. Willing to provide services on send-bill arrangement.

Documentary Requirements to be submitted:

1. Valid Mayor's/Business Permit

2. PHILGEPS Registration
3. Omnibus Sworn Statement
4. DOT Accreditation Certificate
5. Recent Annual Income Tax Return

**TERMS OF PAYMENT**

100% billing after delivery of services a send bill arrangement and certification from the project officer of services rendered

**Contact Persons:**

MR. ERNIE TESTON

Head, PMDU

ernieteston@tourism.gov.ph

MS. COLLINS KARLA E TELMO

cetelmo@tourism.gov.ph

**Other Information**

Please quote your lowest price for the above requirements and submit your quotation along with documentary requirements VIA PERSONAL SERVICE AND/ OR COURIER in three (3) original sets IN A SEALED ENVELOPE to this office address:

DOT NCR BAC SECRETARIAT

Mr. Lawrence J. Alcantara – Head, NCR BAC Secretariat

2nd Floor, DOT Building, 351 Sen. Gil Puyat Avenue, Makati City

Note: Deadline of submission is on March 31, 2023 @ 8:00 am

**Created by** Lawrence Jacosalem Alcantara

**Date Created** 23/03/2023

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