



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10597335
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Van Hire for Monitoring Visits in Region III (Subic-Clark)
Area of Delivery

Solicitation Number:	RFQ-NP-SVP 2024-02-0037	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	3
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	4
Category:	Transportation and Communications Services	Date Published	27/02/2024
Approved Budget for the Contract:	PHP 65,053.33	Last Updated / Time	27/02/2024 00:00 AM
Delivery Period:	5 Day/s	Closing Date / Time	01/03/2024 09:00 AM
Client Agency:			
Contact Person:	NAZER NIÑO L ALLANIGUE Administrative Officer I 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 nlallanigue@tourism.gov.ph		

Description

TECHNICAL SPECIFICATIONS

I. PROJECT TITLE: VAN HIRE FOR MONITORING VISITS IN REGION III (SUBIC-CLARK)

II. PROJECT RATIONALE AND OBJECTIVES:

As part of the mandate of Office of Tourism Standards and Regulation – Standards Monitoring and Enforcement Division to conduct regular monitoring inspections of DOT-accredited tourism enterprises as a way to ensure that these establishments are compliant with the national standards set by the Department.

III. MINIMUM REQUIREMENTS FOR SERVICE PROVIDER:

- Must be PHILGEPS Registered
- Must be able to provide one (1) vehicle (van/SUV) capable of accommodating at least two (4) passengers
- Must be a DOT-accredited Tourist Transport Operator
- Must be willing to provide services on a send-bill arrangement

IV. SCOPE OF WORK / DELIVERABLES:

- Provide one (1) fully air-conditioned vehicle (van/SUV) with a capacity of at least four (4) passengers.
- Provide safe transfer service for the monitoring team from the DOT Makati Office to the establishments to be

inspected in Subic-Clark on March 4 to 8, 2024.

- Provide uniformed driver knowledgeable of the place to be visited.
- Inclusive of driver, fuel, driver's accommodation, toll fees and parking fees
- Show breakdown of quotation (per day and excess hours)

Itinerary

- Inclusive dates: March 4-8, 2024 (Five Days)
- Number of passengers: Four (4) pax
- Itinerary

DATE REMARKS

March 4, 2024 Pick-up team from DOT Makati Office

March 5, 2024 Conduct monitoring visits within Subic-Clark

March 6, 2024

March 7, 2024

March 8, 2024 Conduct monitoring visits within Subic-Clark and travel back to DOT Makati Office

V. APPROVED BUDGET FOR THE CONTRACT

SIXTY-FIVE THOUSAND FIFTY-THREE PESOS AND THIRTY-THREE
CENTAVOS ONLY

(Php 65,053.33)

Inclusive of VAT and other taxes

NOTE: The winning bid however, shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of bid does not exceed the above total budget

VI. PAYMENT PROCEDURE

- The payment shall be on a send-bill arrangement, which shall be settled upon submission of the Statement of Account and other payment documents after the said monitoring have been completed.
- Payment shall be based on the actual expenses incurred but not to exceed the SIXTY-FIVE THOUSAND FIFTY-THREE PESOS AND THIRTY-THREE CENTAVOS ONLY (Php 65,053.33) for the total actual cost of services rendered inclusive of VAT and other taxes. Subject to government accounting and auditing rules and regulations.

VII. PROJECT OFFICER/ CONTACT PERSON

ANGELICA PAULA S. LAPEÑA

OTSR-SMED

Contact details: (02) 8459-5200 to 30 loc. 216 / smed@tourism.gov.ph

Other Information

Eligibility Requirements

1. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zone Area,

In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within period prescribed by the local government unit.

2. PhilGEPS Certification/ Registration Number.

3. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement

Note: Kind submit your proposals together with your eligibility requirements thru email and send it to nlallanigue@tourism.gov.ph on or before March 1, 2024 at 9:00 am. Late and unsigned quotations shall not be accepted.

Created by NAZER NIÑO L ALLANIGUE

Date Created 26/02/2024

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