



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11840320
Procuring Entity DEPARTMENT OF TOURISM - REGION IV-B MIMAROPA
Title COMMENTARY DEVELOPMENT TRAINING (2nd Posting)
Area of Delivery Metro Manila, Palawan

Solicitation Number: 2025-03-007	Status	Pending
Trade Agreement: Implementing Rules and Regulations		
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification: Goods - General Support Services	Bid Supplements	0
Category: Travel, Food, Lodging and Entertainment Services	Document Request List	0
Approved Budget for the Contract: PHP 73,434.85	Date Published	05/03/2025
Delivery Period: 5 Day/s	Last Updated / Time	04/03/2025 16:42 PM
Client Agency:	Closing Date / Time	10/03/2025 12:00 PM
Contact Person: Joane Krizzia Delariarte BAC Secretariat Member 778 Boni Ave. cor. EDSA, Barangka Ilaya Mandaluyong City Metro Manila Philippines 1550 63-735-5970 dot4b.bacsecretariat@gmail.com		

Description

TECHNICAL SPECIFICATIONS

I. PROJECT TITLE

COMMENTARY DEVELOPMENT TRAINING

Host Agency : DEPARTMENT OF TOURISM – MIMAROPA

Date : April 8-12, 2025

Location : Coron, Palawan

II. PROJECT RATIONALE AND OBJECTIVES

The program is designed to help the Filipino tourism frontliners, specifically the tour guides revisit their skills in commentary development. Moreover, it aims to: (1) understand the concept of the parts and functions of a commentary (2) identify different *unhealthy habitual practices* a tour guide includes in the commentary (3) know how commentary affects the total satisfaction level of a visitor by practicing due professional diligence in service delivery (4) remember the process how commentaries become impactful and lasting (5) demonstrate their commentary with integration of the health and safety protocols and (6) restart in the tour guiding industry with confidence, professional conduct and enabling to becoming Goodwill Ambassador of the MIMAROPA Region.

III. MINIMUM REQUIREMENTS FOR SERVICE PROVIDER

- A. Must be PHILGEPS REGISTERED
- B. Preferably DOT Accredited Tour Operator and/or Travel & Tour Agency
- C. Preferably located in Metro Manila and/or Coron, Palawan
- D. Must be willing to provide services on a send bill arrangement

E. Must comply with the detailed services specified in Item V of the TOR

IV. DOCUMENTARY REQUIREMENTS

- Current Mayor's / Business Permit / BIR Certification (for Individual)
- PHILGEP's Registration Number or Certificate of Platinum Membership
- Registration Certificate from SEC or DTI
- Original or Certified true copy of duly notarized Omnibus Sworn Statement
- Valid DOT Accreditation Certificate

V. SCOPE OF WORK / DELIVERABLES

A. Transportation

- Gas and Toll

o April 8, 2025 (Tuesday)

Nex 54 to Clark Airport – Ms. Eunice Kate Diaz

Mr. Romano Del Rosario

o April 12, 2025 (Saturday)

Clark Airport to Nex 54 – Ms. Eunice Kate Diaz

Mr. Romano Del Rosario

- Airfare

Guests: Ms. Eunice Kate B. Diaz DOB: November 01, 2000

Mr. Romano Del Rosario DOB: February 12, 1987

o April 8, 2025 (Tuesday)

□ Clark to Coron

Ms. Eunice Kate B. Diaz / 20kg Check-In Baggage

Mr. Romano Del Rosario / 20kg Check-In Baggage

o April 12, 2025 (Saturday)

□ Coron to Clark

Ms. Eunice Kate B. Diaz / 20kg Check-In Baggage

Mr. Romano Del Rosario / 20kg Check-In Baggage

- Grab

Passenger:

Mr. Romano Del Rosario

April 8 – Residence to Nex 54

April 12 – Nex 54 to Residence

- Airport Transfer

April 8, 2025

Busuanga Airport to Accommodation – Ms. Eunice Kate B. Diaz

Mr. Romano Del Rosario

April 12, 2025

Accommodation to Busuanga Airport – Ms. Eunice Kate B. Diaz

Mr. Romano Del Rosario

B. Accommodation

- One Single Room for DOT Facilitator

April 8-12, 2025 (4 Nights)

- One Single Room for Resource Speaker

April 8-12, 2025 (4 Nights)

C. Outside Meals

- DOT Facilitator

April 8 – Breakfast, Lunch and Dinner

April 9-11 – Breakfast and Dinner

April 12 – Breakfast, Lunch and Dinner

- Resource Speaker

April 8 – Breakfast, Lunch and Dinner

April 9-11 – Breakfast and Dinner

April 12 – Breakfast, Lunch and Dinner

D. Miscellaneous

- Backdrop Tarpaulin (4ft x 6ft)

- Board Vellum Paper

VI. APPROVED BUDGET FOR THE CONTRACT

The total budget allocation is SEVENTY-THREE THOUSAND FOUR HUNDRED THIRTY-FOUR and 85/100 PESOS ONLY (Php 73, 434.85), inclusive of applicable taxes and fees.

The winning bid shall determine based on the proposal that is responsive with the technical specifications and whose bid is within the approved budget for the contract (ABC).

VII. PAYMENT PROCEDURE

Terms of payment to the winning bidder shall be in accordance with the government procedure (send bill arrangement). Failure to comply with the terms and conditions of the contract will result in the payment of corresponding penalties and liquidated damages in the amount equal to ten percent (10%) of the contract price by the winning bidder.

VIII. PROJECT OFFICER / CONTACT PERSON

Name : Eunice Kate B. Diaz
Email : tisp.dot4b@gmail.com
Contact No. : 0963-513-5987

Created by Faye Angeli Argamosa Reyes

Date Created 04/03/2025

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