



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 8092428  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** COVID-19 RT-PCR TESTING FOR OFFICIAL TRAVELS AND INSPECTIONS  
**Area of Delivery**

<b>Solicitation Number:</b>	2021-10-0136	<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>	2
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	0
<b>Category:</b>	Diagnostic and Laboratory Services	<b>Document Request List</b>	0
<b>Approved Budget for the Contract:</b>	PHP 383,000.00	<b>Date Published</b>	18/10/2021
<b>Delivery Period:</b>		<b>Last Updated / Time</b>	17/10/2021 20:30 PM
<b>Client Agency:</b>		<b>Closing Date / Time</b>	21/10/2021 10:00 AM
<b>Contact Person:</b>	TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat Avenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425  taromanes@tourism.gov.ph		

#### Description

TECHNICAL SPECIFICATION  
(RT-PCR TESTING)

PROJECT: COVID-19 TESTING FOR OFFICIAL TRAVELS AND INSPECTIONS OBJECTIVE:

- To undertake immediate and appropriate precautionary measures to prevent the spread of the COVID-19 Disease.
- To ensure the safety of DOT OTSR Employees working on Official Travel and during inspections

MINIMUM REQUIREMENTS FOR BIDDERS:

- Bidders must be a DOH Accredited and/or partnered with multiple Department of Health (DOH) accredited testing facilities to process their test specimens. Bidders must be able to show proper documentation of accreditation.
- Has duly trained medical personnel to safely perform COVID-19 swab test (RT-PCR) and specimen collection.
- Must have available facilities to accommodate tests even on weekends
- Must be willing to provide services on a send bill arrangement.

DELIVERABLES:

The services required by the DOT End-user:

1. Provide nasopharyngeal and oropharyngeal swab (RT-PCR) testing to determine active infection of COVID-19.

\* Maximum of Fifty – five (55) RT-PCR Tests

\* Estimated Date and Location for the conduct of the Tests:

Activity Date Location Number of PAX

NAS Site Validation (Boracay) November 8 (Monday)

DOT Office

6

Glamping Site Validation (El Nido) November 12 (Friday) NAIA Airport or DOT Office

2

Glamping Site Validation (Region 7) November 15 (Monday)

DOT Office

4

Glamping Site Validation (Region 10) November 15 (Monday)

DOT Office

2

Glamping Site Validation (Region 3) November 15 (Monday)

DOT Office

1

NAS Site Validation (Metro Manila) November 22 (Monday)

DOT Office

8

OTSR Strategic Planning (Baguio) December 6 (Monday)

DOT Office

9

Returning Employees to the Province November 12 (Friday)

NAIA Airport

6

November 19 and 20 (Friday and Saturday) NAIA Airport or DOT Office

6

November 25 or 26 (Thursday or Friday)

DOT Office

8

Site / Destination Inspections

-

DOT Office

3

Estimated TOTAL 55

\*No of tests are not fixed. Some activities might be cancelled based on IATF restrictions.

\*To be billed only for actual tests conducted

2. Conduct tests to DOT OTSR Personnel anytime from November 2021 up to December 2021.

3. Conduct tests to DOT OTSR Personnel on Official Travel coming and going back to their home provinces.

4. The winning bidder must be flexible and must have a laboratory and/or testing center in Metro Manila.

5. Capable of providing the following testing arrangements in the comfort and safety of own homes/home service, in the DOT Office, at the airport or through private vehicle (Drive-thru) within Metro Manila and CALABARAZON Region for the RT-PCR test.

6. Ensure that no additional fees and extra cost of test/kits shall be charged or collected from participants/employees who will be tested. Package includes the testing, certificate, administration/transportation fees, and VAT.

7. Get RT-PCR test results within 24 hours after conduct of test or prior of travel.

8. Provide accurate laboratory test results through mail and/or email transmission agreed by the laboratory and the end user, including reporting to DOH-Epidemiology Bureau, if applicable, based on R.A. 1132 "Law on Reporting Communicable Diseases".

9. Ensure that all personal information, data and test results of DOT OTSR personnel be kept confidential and secured under the RA 10173 OR Data Privacy Act of 2012.

10. Copy of the test results should be sent to the [sdd@tourism.gov.ph](mailto:sdd@tourism.gov.ph) email.

APPROVED BUDGET FOR THE CONTRACT:

Three Hundred Eighty-Three Thousand Pesos Only (P 383,000.00)

\* The winning bid however, 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.

DURATION OF CONTRACT:

The engagement of the services of a DOH Accredited testing facility shall be from the date of execution of the contract until December 31, 2021.

**TERMS OF PAYMENT:**

- Payment shall be made not less than thirty (30) working days after rendering the COVID-19 Test;
- The payment shall be on a send bill arrangement which shall be settled after every completed test upon submission of the required Statement of Account and other payment documents.
- Payment shall be based on actual expenses incurred but not to exceed Three Hundred Eighty- Three Thousand Pesos Only (P 383,000.00) for the total actual cost of services rendered inclusive of VAT and other taxes. Subject to the government accounting and auditing rules and regulations.

Project Officers / Contact Person/s :

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Email

Approved By: : otsr.standards@gmail.com / sdd@tourism.gov.ph

VIRGILIO M. MAGUIGAD, EnP  
Director  
Office of Tourism Standards and Regulations

**Other Information**

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 budge.

**REQUIRED VALID DOCUMENTS TO BE SUBMITTED:**

1. Current Mayor's/Business Permit/BIR Cert of Registration (Individual)
2. PhilGEPS' Registration Number or Cert of Platinum Membership in lieu of Mayor's Permit and PhilGEPS' registration number.
3. Latest annual Income Tax Return (For BAC's above PhP500K)
4. Original or certified true copy of notarized Omnibus Sworn Statement.

**Created by** TERESITA A. ROMANES

**Date Created** 17/10/2021

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