



**Department of Tourism – Region 3
Unit K, L, M, Former Clark Hauz Holding Corp. Along M. A. Roxas Hi-Way, Clark
Freeport Zone, Philippines**

REQUEST FOR QUOTATION

The Department of Tourism – Region 3, Unit K, L, M, Former Clark Hauz Holding Corp. Along M. A. Roxas Hi-Way, Clark Freeport Zone, Philippines, through its Bid and Awards Committee (BAC), will undertake a Negotiated Procurement – Small Value Procurement for the **TOUR OPERATOR FOR THE CONDUCT OF BOHOL/CEBU – CLARK INBOUND TOURISM EXCHANGE (CLARK – ZAMBALES ISLAND HOPPING - SUBIC BAY SUNSET CRUISE)** accordance with Section 53.9 of the Revised Implementing Rules and Regulation of Republic Act No. 9184.

Name of Project : **DOT-REGION III MARKET AND PRODUCT DEVT.**
CEBU/BOHOL - CLARK TOURISM EXCHANGE (4D/3N)
(Inbound FamTour with B2B Session Component)

Location : Clark – Zambales – Subic Bay Freeport Zone

Brief Description :

The Department of Tourism – Region III will organize the Cebu/Bohol – Clark Tourism Exchange (Inbound) tentatively scheduled on March 29 to April 01, 2022. This is line with the Department’s strategy to reboot the tourism industry of the country through domestic tourism as well as to promote safe travel by air. Target participants are local tour operators, media/vloggers, and officers from DOT-Reg. VII and OPMD officers/representatives and business partners.

Approved Budget: **Php 998,768.00**

Contract Duration:

April 04 - 07, 2022

Interested bidders must submit proposals in two separate envelopes containing the technical documents and financial documents. Submission of eligibility and quotation documents is on or **before March 8, 2022, 10am**. Late submission shall not be accepted. Opening of said documents will follow thereafter at the same address indicated above.

The forms, which are part of the quotation documents, shall be the same forms to be submitted by the proponents for their compliance with the schedule of requirements, technical specifications, and financial proposal submission sheet. Non-compliance therewith shall be a ground for disqualification. The "No Contact Rule" shall apply. Bidders are not allowed to call or talk to any member of the BAC, TWG, or Secretariat right after the opening of the eligibility and quotation documents.

Alongside the proposal/quotation, the proponent shall be required to furnish the BAC a copy of the following documents:

- 1) PhilGEPS Registration Number;
- 2) DTI/Business Permit
- 3) Mayors Permit or its equivalent documents
- 4) DOT Accreditation Certificate

The *Department of Tourism – Region 3* hereby reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

For inquiry, you may call the BAC Secretariat at telephone no. (045) 458-2358.

Contact Person/Project Officer:

Ms. Marilou Pangilinan
lou090568@yahoo.com

Very truly yours,

BAC Chairman

SCOPE OF WORK / SCHEDULE OF REQUIREMENTS:

| Item No. | Description | Total |
|---------------|---|-----------------------|
| | <p>Specifications/Inclusions / Requirements:</p> <ul style="list-style-type: none"> A. Validation and Final Dry run requirements (est. 5-6pax) <ul style="list-style-type: none"> a. Transportation: vans and tourist boats (speed or outrigger boat on validation and yacht on final dry run) environmental/terminal fees b. meals B. Accommodation for 4D/3N C. Transportation (Vans, double decker bus or tourist bus, and Yacht) except transpo on day 3 D. Meals (AM/PM snacks, lunches and dinners) during the 4-day FamTour (25-26pax) E. Meals (AM Snacks and lunch), Venue and physical & technical requirement of B2B (50 pax) F. Travel Insurance 25pax G. Tour Guides | |
| TOTAL: | | Php 998,768.00 |

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder or Representative

Signature over Printed Name of Bidder

Date

Technical Specification

| Item No. | Specifications | Statement of Compliance |
|-----------|--|-------------------------|
| A. | Must be DOT-Accredited / or with existing on-process application for Accreditation | |
| B. | Must be Philgeps member | |
| C. | Must be willing to provide services on a send-bill arrangement / government procedure | |
| D. | Winning bidder will be responsible for the notary public of the contract | |
| E. | Must provide a Omnibus Sworn Statement (notarized) | |
| F. | <p>For the provision of service vehicle:</p> <ul style="list-style-type: none"> - Must implement Minimum Public Health Standards (MPHS) and provide equipment/materials to ensure basic health and safety protocols (e.g. thermal gun/ alcohol/ spare face masks). - Vans and Drivers should not be engaged in providing shuttle service to airports and Returning Overseas Filipinos and Foreign guests. - Drivers must be fully vaccinated and issued with negative Antigen test and VaxxCard. | |

Note: Bidders must state either "Comply" or Not Comply" in the column "Statement of Compliance" against each of the individual parameters of each "Specification", stating the corresponding performance parameter of the equipment offered.

I hereby commit to comply with all the above Technical Specifications.

Name of Company/Bidder or Representative

Signature over Printed Name of Bidder

Date

FINANCIAL PROPOSAL SUBMISSION SHEET

Date: _____

The Chairperson
Bids and Awards Committee
Agency name and address

Sir /Madam:

After having carefully read and accepted the terms and conditions in your Request for Quotation, hereunder is our quotation for ***TOUR OPERATOR FOR THE CONDUCT OF BOHOL/CEBU – CLARK INBOUND TOURISM EXCHANGE (CLARK – ZAMBALES ISLAND HOPPING - SUBIC BAY SUNSET CRUISE)***

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Very truly yours,

Name of Company

Name/Signature of Representative

Date