



Republic of the Philippines
DEPARTMENT OF TRANSPORTATION AND COMMUNICATIONS

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Opportunities

Catalogue

Directory

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Pending Task | My Notices | Award Notice List

Monday, October 29, 2012 02:53 PM

Flaviano III Dazo

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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 2004317
Procuring Entity DEPARTMENT OF TRANSPORTATION AND COMMUNICATIONS - MAIN
Title Canvass No. 10-155-2012
Area of Delivery

Printable Version

Solicitation Number:	Canvass No. 10-155-2012	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	<u>1</u>
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Hotel and Lodging and Meeting Facilities	Date Published	30/10/2012
Estimated Budget:	PHP 337,896.16	Last Updated / Time	29/10/2012 2:51 PM
Delivery Period:		Closing Date / Time	06/11/2012 9:00 AM
Client Agency:			
Contact Person:	Flaviano III Dela Cruz Dazo Supply Officer IV The Columbia Tower, Ortigas Avenue Mandaluyong City Metro Manila Philippines 1555 63-2-7277960 Ext.229 63-2-7277992 flaviano_dazo@yahoo.com		

Description

1-lot Procurement of Service Provider (Training Venue) for the Gender and Development Assessment Planning and Workshop to be held in Tagaytay City on 14 to 16 November 2012.

The package cost includes:

- 1.) 3 days/2 nights with breakfast for 45 pax (twin sharing)
- 2.) Snacks and meals
 Day 1: Am Snacks, Lunch, Pm Snacks, & Dinner
 Day 2: Am Snacks, Lunch, Pm Snacks, & Dinner
 Day 3: Am Snacks, Lunch, Pm Snacks
- 3.) Conference Room (workshop arrangements good for 50 participants/facilitators/Resource Speakers with the following amenities)
 - * free use of the function room with flowing coffee or tea, and complimentary mints, candies and mixed or assorted nuts
 - * free use of AV Equipment (TV/OHP/DVD/Widescreen/Microphone/Sound System)
 - * complimentary pads and pencils
 - * free use of swimming pool
 - * free break away rooms (necessary for group sharing/discussion)
 - * front desk
 - * coffee shop
 - * videoke/game room
 - * private parking/business center
 - * 24 hours security
 - * WI-FI access
 - * available transport service for the end user (within and outside the Hotel)
 - * free daily local newspaper in every room

A. TERMS AND CONDITIONS:

1. DOTC shall provide the winning Bidder a copy of the approved Certificate of Availability of Funds before the conduct of the program.
2. STRICTLY "NO DOWNPAYMENT"
3. BILLING ARRANGEMENT

Republic of the Philippines

DEPARTMENT OF TRANSPORTATION AND COMMUNICATIONS

BIDDER ARRANGEMENT

Statement shall be forwarded to the DOTC with all the necessary attachments within 15 days after the conduct of the program for processing with TAX breakdown, BIR certificate and Receipts
shall indicate the complete name/address of the payee

If with previous engagement with DOTC, Bidder shall secure Very Satisfactory or Outstanding Rate from the end-user based on the following criteria:

- * No previous derogatory records with DOTC
 - * Affordable rate/night
 - * Facilities and amenities
 - * Variety of sumptuous Foods Offered (balanced diet)
 - * Clean
 - * Well-lighted/ventilated Function Room
 - * Courteous and Honest Hotel Attendants
 - * Prompt Services
 - * WI-FI Access in the Function Room (free use)
5. Check in time - 11:00 A.M. (First Day)
Check out time - Request for late check out for all the participants: end of the last Session (Last Day)
6. Cancellation for guaranteed booking shall be done 3-5 days before the conduct of the program
7. Payments shall be based on the usual accounting and auditing rules and regulations of the government.

Other Information

NOTE:

Please submit your quotations to the Shopping and Small Value Procurement Committee (SSVPC)
c/o Atty. Rommel Lloyd Martinez, Head SSVPC, 4th fl., Columbia Tower, Ortigas Ave., Mandaluyong City
Tel. No. 7277960 to 70 loc. 325
Fax No. 725-7702
(Please include reference no. from PhilGEPS to your quotations)

Created by

Flaviano III Dela Cruz Dazo

Date Created

29/10/2012

Return to Draft

Back