

**SUPPLEMENTAL BID BULLETIN NO. 2023-07-003**

**PROCUREMENT OF SERVICES OF AIRLINE TICKETING AGENCY FOR  
OFFICIAL INTERNATIONAL TRAVELS OF THE OFFICE OF THE  
SOLICITOR GENERAL NOT COVERED BY PS-DBM AIRLINE ROUTES  
(OSG PR No. 023-06-103)**

TO ALL PROSPECTIVE BIDDERS:

Please be guided on the following items which have been amended in the Terms of Reference:

Items in II. TERMS OF AGREEMENT	Amendments
<p>1. Qualifications. The AIRLINE TICKETING AGENCY shall have ALL the following basic qualifications:</p> <p>a. Meets the standard Eligibility Requirements uploaded and maintained in PhiIGEPS in current and updated file of Class "A" documents:</p> <p style="padding-left: 40px;">i. Legal Documents</p> <p style="padding-left: 80px;">a. SEC registration for Corporation/Partnership or DTI Registration for Sole Proprietorship, whichever is applicable; and</p> <p style="padding-left: 80px;">b. Business Permit.</p>	<p>1. Qualifications. The AIRLINE TICKETING AGENCY shall have ALL the following basic qualifications:</p> <p>a. Meets the standard Eligibility Requirements uploaded and maintained in PhiIGEPS in current and updated file of Class "A" documents:</p> <p style="padding-left: 40px;">i. Legal Documents</p> <p style="padding-left: 80px;">a. SEC registration for Corporation/Partnership or DTI Registration for Sole Proprietorship, whichever is applicable;</p> <p style="padding-left: 80px;">b. Business Permit; and</p> <p style="padding-left: 80px;"><b><u>c. Certification (License as an Authorized Travel Agent).</u></b></p>
<p>1. a.</p> <p>ii. Technical Documents (statement of the bidder of all its ongoing contracts, including awarded but not yet started, if any, in similar or not similar in nature and complexity of this service to be bid) or (Statement of the bidder's Single Largest Completed Contract (SLCC)).</p> <p>For the purpose of this project, similar projects/contracts shall refer to contracts for purchasing/booking airline tickets for use of a government agency or private company involving trips abroad from the</p>	<p>1. a.</p> <p>ii. Technical Documents (statement of the bidder of all its ongoing contracts, including awarded but not yet started, if any, in similar or not similar in nature and complexity of this service to be bid) or (Statement of the bidder's Single Largest Completed Contract (SLCC)).</p> <p>For the purpose of this project, similar projects/contracts shall refer to contracts for purchasing/booking airline tickets for use of a government agency or private company involving trips abroad from the</p>


<p>Philippines and/or back, and providing other services necessarily included for the completion of said flight/trip for a duration of at least <i>one year</i>.</p>	<p>Philippines and/or back, and providing other services necessarily included for the completion of said flight/trip for a duration of at least <b><u>three (3) years</u></b>.</p>
<p>1. c. Maintains good track record in serving other international and/or national companies or other government agencies.</p>	<p>1. c. Maintains good track record in serving other international and/or national companies or other government agencies. <b><u>Good track record can be shown by at least two (2) satisfactory ratings or supplier feedback. Satisfactory Rating of 80% will be sufficient.</u></b></p>
<p>10. Schedule of Payments. When practicable, the AIRLINE TICKETING AGENCY shall be paid within <i>thirty (30) days from the end of each month when a sales invoice is issued</i> and shall charge not more than the following service fees per issued air ticket:  XXX XXX XXX</p>	<p>10. Schedule of Payments. When applicable, the AIRLINE TICKETING AGENCY shall be paid within <b><u>ten (10) days from submission of sales invoice to the OSG Financial Management Service</u></b> and shall charge not more than the following service fees per issued air ticket:  XXX XXX XXX</p>

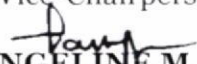
Attached is the revised Terms of Reference.

For your guidance.

Makati City, 13 July 2023.

  
ASG SHARON E. MILLAN-DECANO  
Chairperson

  
SSS AILEEN P. ESPINA-DALWATAN  
Vice-Chairperson

  
SSS CHERYL ANGELINE M. ROQUE-JAVIER  
Member

  
SSII LEANNE MAUREEN S. APOLINAR  
Member



**ASIII ALANNA GAYLE ASHLEY B. KHIO**  
Member



**ASIII EMILE JUSTIN D. CEBRIAN**  
Member



**DIR. BERNADETTE M. LIM**  
Member