

**DEPARTMENT OF TOURISM – MIMAROPA
TOURISM DEVELOPMENT DIVISION**

TERMS OF REFERENCE

(Services of Training Provider)

I. PROJECT TITLE

**MIMAROPA Peace Village Development Project – Technical Assistance
on Cultural and Sustainable Tourism Program**

Host Agency: Department of Tourism MIMAROPA

Dates of Implementation: October 17 – 21, 2022

II. PROJECT BACKGROUND

In line with the Department of Tourism's National Tourism Development Plan (NTDP) which envisions to develop a globally competitive, environmentally sustainable, and socially responsible tourism industry that promotes inclusive growth through employment generation, the DOT-MIMAROPA region sees the potential growth of the tourism industry by considering the harmonizing implementation strategies of various institutions in the formulation of Peace Village development of the identified community-based organization in the region.

The planning and development of peace villages will greatly help the tourism industry and other industries in promoting inclusive growth, peace and order, safety and security and will add to the promotion of diverse cultures of the Filipino communities in the region.

III. DOCUMENTARY REQUIREMENTS FOR TRAINING PROVIDERS

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

IV. TECHNICAL DESCRIPTION / SPECIFICATIONS

A duly Licensed Training Provider should be able to provide the following per run:

- ✓ Program Development – curriculum relevant to industry needs and standards;
- ✓ Resource person must have had trainer experience with tourism stakeholders, has an in-depth background on the related topics identified, and aware of MIMAROPA provinces' tourism industry situation;
- ✓ Resource person must provide program development based on the community's resources and needs;
- ✓ Must have conducted seminars around the country;
- ✓ Engagement of industry experts as resource speakers;

- ✓ Must shoulder appropriate training venue, meals (AM Snacks, Lunch, and PM Snacks), and basic sound system with projector and screen;
- ✓ Develop and administer pre-registration and feedback / post-evaluation in consultation with the end-user;
- ✓ Assessments of the community's nature, way of life, customs, traditions, and norms;
- ✓ Provide Host and Moderator during the training;
- ✓ Provision of training materials and starter kits based on the training contents;
- ✓ Issuance of certificates of completion to participants;
- ✓ Logistical arrangements such as accommodation, meals, transportation, airfare, honorarium for resource persons, and excess baggage for training kits and other materials; and
- ✓ Provide photo documentation and post-activity report

V. PROPOSED WORKSHOP SCHEDULE AND TOPICS

Below is the tentative outline of the webinar per run:

1 run of **Tourism Awareness and Community-based Tourism Kulinarya Workshop**

Location: Brgy. Monteclaro, San Jose, Occidental Mindoro

Date: October 18 – 20, 2022

No. of Participants: 30pax

Target Participants: Hanunuo and Buhid Mangyan Tribe

1 run of **Sustainable Development for Community-based Tourism & Organizing**

Location: Bulalacao, Oriental Mindoro

Date: October 19 – 21, 2022

No. of Participants: 30pax

Target Participants: Peoples Organizations/Association in Bulalacao Islands

1 run of **Cultural Tourism Development Workshop**

Location: Mansalay, Oriental Mindoro

Date: October 17 – 21, 2022

No. of Participants: 30pax

Target Participants: Hanunuo Mangyan Tribe

VI. APPROVED BUDGET FOR THE CONTRACT

NINE HUNDRED TWENTY-EIGHT THOUSAND SEVEN HUNDRED TWENTY-EIGHT PESOS (₱928,728.00), inclusive of all applicable government taxes.

VII. PROJECT OFFICER/CONTACT PERSON

MARC RAMIRO R. ORTIZ LUIS

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Tourism Development Division

DOT MIMAROPA

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