

TERMS OF REFERENCE

I. PROJECT TITLE

ORANGE YOUR ICON (18-Day Campaign to End Violence Against Women)

Host Agency: DEPARTMENT OF TOURISM – MIMAROPA
Date: November 25, 2022
Location: San Jose, Occidental Mindoro

II. PROJECT RATIONALE AND OBJECTIVES

The Department of Tourism (DOT) – MIMAROPA Region as part of its Gender and Development (GAD) activity will support the Philippine Commission on Women (PCW) project *ORANGE YOUR ICON*, an **18-Day Campaign to End Violence Against Women (VAW)**, aligning the Philippine Campaign with UNiTE by 2030 and sustaining the traction gained from the 2016 to 2021 theme, “VAW-free Community Starts with Me,” which will be held on November 25, 2022 in San Jose, Occidental Mindoro. The upcoming Campaign will focus on the new recurring banner “**UNiTEd for a VAW-free Philippines**” which aims to highlight the powerful impact of combining individual efforts towards a collaborative and united thrust towards a VAW-free Philippines.

This initiative urges government offices and private organizations nationwide to color its major landmarks or icons with orange from November 25 to December 12 this year in line with the **18-Day Campaign to End VAW**. Launched in 2015, this initiative aims to attract and spark the public’s curiosity, providing opportunities for advocates to explain and declare their support for the **Anti-VAW advocacy**. This will serve as a springboard for public discourse and for disseminating the message of zero-tolerance for VAW.

The objectives of **2022 18-Day Campaign to End VAW** are as follows :

1. Promote awareness on the forms of violence women and girls experience, provide information on the laws protecting women and girls and feature VAW-related services that people can access and avail;
2. Gather insights on the general public’s level of awareness on VAW, specifically on the Anti-Violence Against Women and their Children Act (Republic Act 9262) , Safe Spaces Act (Republic Act 11313) and the Expanded Anti-Trafficking in Persons Act (Republic Act 9208 as amended by Republic Act No. 11862); and
3. Highlight the gains and milestones in the efforts to prevent and address VAW and the Philippines’ participation in the global campaign to end it.

III. MINIMUM REQUIREMENTS FOR SERVICE PROVIDER

- A. Must be **PHILGEPS REGISTERED**
- B. Preferably **DOT Accredited Travel and Tour Operator with office located in Metro Manila**
- C. Must be willing to provide services on a **send bill arrangement**
- D. Must comply with the detailed services specified in **Item IV of the TOR**

IV. DOCUMENTARY REQUIREMENTS

- Current Mayor's / Business Permit
- 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

V. SCOPE OF WORK/DELIVERABLES:

A. Transportation

1. Van Hire for site inspection of the venue and activities related *Orange Your Icon* around San Jose for 2 Days

B. Accommodation

1. Three (3) Rooms
Check in – November 24, 2022
Check out – November 26, 2022

C. Buffet Dinner with Light Refreshments for 100 pax

1. November 25, 2022 : Ceremonial Lighting
2. Table Setup with table linens in white and orange colors with physical distancing and health and safety protocols in place at 2nd Landing Site of Gen. Douglas McArthur

D. Lights and Sounds

1. November 25, 2022 : Ceremonial Lighting
2. Lighting Equipment Rental and Installation (Orange Lighting for the Tourism Icon for **eighteen (18) days** (2nd Landing Site of Gen. Douglas McArthur and along Aroma Beach) from **November 25 to December 12, 2022.**
3. Sound System with Microphone on November 25, 2022.

E. Collaterals

1. Banners with Stainless Frame (6 by 3 inch) – **15 pieces**
2. Backdrop Tarpaulin (8 by 16 inch) – **1 piece**
3. Tarpaulin for Tricycles with route at Aroma Beach : Focus area for the *Orange Your Icon* Activity(2 by 3 inch) – **600 pieces**
4. T-shirts with VAWC Logo- **200 pieces** (Please see logo below)



5. Orange Vest as Uniform for GFPS Team – **9 pieces**

Note : The above-mentioned collaterals must be delivered to the DOT MIMAROPA office in Makati City on or before 15 November 2022 for inspection and shipment to San Jose, Occidental Mindoro.

F. Miscellaneous Fees

Cost of cargo for the collaterals to be shipped to San Jose, Occidental Mindoro

VI. APPROVED BUDGET FOR THE CONTRACT

The total budget allocation is **THREE HUNDRED NINETY-SEVEN THOUSAND SIX HUNDRED PESOS (Php 397,600.00)**, inclusive of applicable taxes and fees.

The winning bid shall be determined based on the proposal that is responsive with the technical specifications and whose bid is within the approved budget for the contract (ABC).

VII. PAYMENT PROCEDURE:

- Terms of payment to the winning bidder shall be in accordance with the government procedure (**send bill arrangement**). Failure to comply with the terms and conditions of the contract will result in the payment of corresponding penalties and liquidated damages in the amount equal to ten percent (10%) of the contract price by the winning bidder.
- Full payment shall be made within thirty (30) working days upon delivery of the request order and acceptance of the supplies.

VIII. PROJECT OFFICER/CONTACT PERSON

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