

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

TERMS OF REFERENCE

(Consultancy Services)

I. PROJECT TITLE

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

Host Agency: Department of Tourism MIMAROPA

Date of Implementation: November 28 – December 2, 2022

II. PROJECT BACKGROUND

In connection to the conducted Peace Village Development Project: Technical Assistance on Cultural and Sustainable Tourism Program last October 17 – 21, 2022 in San Jose, Occidental Mindoro, Mansalay, Oriental Mindoro, and Bulalacao, Oriental Mindoro, the DOT-MIMAROPA region continues to provide technical assistance to vulnerable communities and Indigenous Peoples which were infiltrated or may be potentially infiltrated by local communist groups.

The potential growth of the tourism industry, with the support of harmonizing implementation strategies of various institutions and other national government agencies in the formulation of Peace Villages in the region 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
- Tax Clearance
- Original or certified true copy of duly notarized Omnibus Sworn Statement

IV. TECHNICAL DESCRIPTION / SPECIFICATIONS

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 on MIMAROPA provinces' tourism industry situation;
- ✓ Resource person must provide program development based on community's resources and needs;
- ✓ Must have conducted seminars around the country;
- ✓ Engagement of industry experts as resource speakers;
- ✓ Must provide appropriate training venue, meals (Lunch with AM and PM Snacks) for 30pax each training, and basic sound system with projector and screen;

- ✓ Develop and administer pre-registration and feedback / post-evaluation in consultation with the end-user;
- ✓ Assessments to 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 and community needs;
- ✓ Issuance of certificates of participation to participants;
- ✓ Logistical arrangements such accommodation, on-session and off-session meals, transportation, airfare, honorarium for resource persons and training assistants, and excess baggage for training kits and other materials; and
- ✓ Provide photo or video documentation and post-activity report

V. PROPOSED WORKSHOP SCHEDULE AND TOPICS

1 run of **Cultural Tourism Development Workshop**

Location: Brgy. Monteclaro, San Jose, Occidental Mindoro

Date: November 28 – December 2, 2022

No. of Participants: 30pax

Target Participants: Hanunuo and Buhid Mangyan Tribe and LGU

1 run of **Filipino Brand of Service Excellence and Tourism Integrates, Supports and Minds Women's Right and Child Safety (TourISM WoRCS) Training for Tourism Stakeholders**

Location: Bulalacao, Oriental Mindoro

Date: November 29 – December 1, 2022

No. of Participants: 30pax

Target Participants: Peoples Organizations/Association in Bulalacao Islands and LGU

1 run of **Filipino Brand of Service Excellence and Tourism Integrates, Supports and Minds Women's Right and Child Safety (TourISM WoRCS) Training for Tourism Stakeholders**

Location: Mansalay, Oriental Mindoro

Date: November 30 – December 2, 2022

No. of Participants: 30pax

Target Participants: Hanunuo Mangyan Tribe, LGU, and Tourism Stakeholders

VI. APPROVED BUDGET FOR THE CONTRACT

NINE HUNDRED FORTY-TWO THOUSAND SIX HUNDRED TWENTY-FOURPESOS (₱942,624.00) inclusive of all applicable taxes and service fees.

VII. PROJECT OFFICER/CONTACT PERSON

MARC RAMIRO R. ORTIZ LUIS

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Tourism Development Division

DOT MIMAROPA

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