



TERMS OF REFERENCE

➤ **PROJECT:** UNWTO Regional Lunch Showcase: Halal and Muslim Mindanao

➤ **IMPLEMENTATION DATE:** 24 June to 27 June 2024

PURPOSE / OBJECTIVE

- Promote the many efforts, projects, and initiatives of the Department in promoting Halal and Muslim-friendly Tourism in the country;
- Showcase the rich variety of Halal and Muslim-friendly food, culinary heritage, and indigenous gastronomy within Southern Philippines;
- Provide Halal-certified and Muslim-friendly food for Muslims attending the UNWTO Gastronomy Forum, especially those coming from OIC countries.

MINIMUM REQUIREMENTS

- Must be a PHILGEPS registered service provider
- Must have a Mayor's Permit or Local Business Permit,
- Must be a DOT-accredited Events Management Company
- Willing to provide services on send-bill arrangement

SPECIFICATIONS / SCOPE OF WORK / DELIVERABLES

Events Management Company (EMC)

- a. Overall Event Planning and Management
- b. Booth Display within UNWTO Gastronomy Venue
 - a. Set-up and Decoration for IBM Table
 - b. Backdrop, wood framing, printing of Key Visuals
- c. Regional Lunch Showcase Deliverables
 - a. Ingredients for Regional Lunch Showcase
 - i. 3 Main Dishes, 1 Dessert, 1 Beverage
 - b. Hotel Grade Food Display Containers (i.e. Chafing Dish, etc.)
 - c. Premium Disposable Dining Ware for 400 pax
 - d. Food Safety Supplies
 - e. Chef for Regional Lunch Showcase
 - i. Professional fee for Chef
 - ii. Chef and Sous Chef Accommodation for 3 Nights (2 Rooms)
- d. Van Service for Chef (4 days)
- e. Miscellaneous Logistics

TOTAL BUDGET: PHP 600,000 (VAT-inclusive)

- Chargeable against item a.3.d.2 of the Halal and Mindanao Operations under Branding and Marketing Communications Continuing Funds FY 2023

➤ **CONTACT PERSON:**

ISABELLE ANN P. BISCOCHO

Mobile: +63 917 107 5357

Email: ipbiscocho@tourism.gov.ph

MYRA PAZ VALDERROSA-ABUBAKAR
Undersecretary, Department of Tourism