

TERMS OF REFERENCE

I. PROJECT

BENCHMARKING WITH OTHER REGION/S FOR BESTPRACTICES THRU ARTS AND CULTURAL IMMERSION July 12-14, 2021

II. BACKGROUND

This is In line with the approved programs/projects under the Regional Tourism Development Fund for the prioritized and identified Tourism Circuit Development, the Department of Tourism – CALABARZON Region will implement Benchmarking Program with other Region/s for Best Practices through Arts and Cultural Immersion. This activity is important because it gives a way to discover new opportunities for increased growth and success. The activity allows us to identify the areas to improve upon and to get par with the growth and success of other organizations, by assessing what other organizations are doing to be successful and develop a plan to boost performance and take advantage of new opportunities in the new normal.

III. OBJECTIVES

1. To improve performance of the organization by continuously identifying, understanding and adopting outstanding practices and processes.
2. A change in philosophy and strategic development to enhance products, attractions and destinations.
3. To support local artists and community for a more sustainable tourism development process.
4. To assess current product quality and improve upon it.
5. To create community integration. The arts of the local community have a great capacity as a binding social force, which connect businesses with performance venues, historical sites with galleries and cafes. Integration of the arts throughout the social and business community is creating a healthy arts community

IV. PROCUREMENT REQUIREMENTS

1. Must be DOT accredited
2. Willing to provide services on a send-bill arrangement

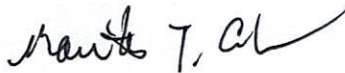
Scope of Works/ Deliverables

Particulars	Breakdown	Quantity	Remarks
Transportation	Van Hire: July 12-14, 2021 (3 units)	3	<ul style="list-style-type: none">• Land Transportation to Calamba to Baguio City• Must be DOT Accredited
Meals	Breakfast July 12-14,2021 15pax x 3days	45	
	Snacks AM/PM and Lunch July 12-14,2021 15 pax x 3days	45	
	Dinner July 12-14,2021 15 pax x 3days	45	

Accommodation	July 12-13, 2021 (Overnight) 15pax x 2nights	15	• Must be DOT Accredited
Other Expenses	Entrance Fee / Miscellaneous Fee in the Destination	15	
	Corporate Give-ways	15	
	Antigen Test (15 pax)	15	

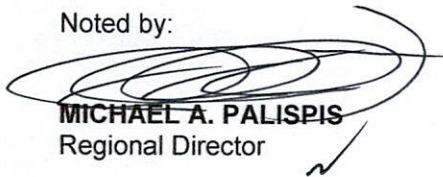
V. BUDGET: Php 299,250.00 inclusive of tax

VI. PROJECT OFFICER/CONTACT PERSON



MARITES T. CASTRO
Chief, TOO

Noted by:



MICHAEL A. PALISPIS
Regional Director