

TERMS OF REFERENCE

I. PROJECT

COMMUNITY-BASED KULINARYA WORKSHOP ON SEPTEMBER 15 – 17, 2021

II. BACKGROUND

In efforts to enhance the skills of various communities engaged in community-based tourism as to improve food service and quality, Kulinarya Workshops are organized for these stakeholders in coordination with the LGUs.

III. OBJECTIVES

- To train community members to professionally prepare and handle food for tourists;
- To contribute to capability-building initiatives and spread the benefits of tourism to the grass-roots level;
- To showcase Filipino cuisine and local dishes;
- To Identify cooks that can be tapped for catering during events;
- To learn the basic Food handling techniques;
- To learn how to prepare and *properly* present dishes for tourists;
- To learn how to manage / conduct business regarding food catering;

IV. PROCUREMENT REQUIREMENTS

1. Must be DOT accredited
2. Willing to provide services on a send-bill arrangement.
3. Inclusive of travel time on September 15, 2021. Actual training is September 16 – 17, 2021.

Scope of Works/ Deliverables

Particulars	Breakdown	Quantity	Remarks
Transportation	Van Hire: September 15, 2021	1	<ul style="list-style-type: none"> • Land Transportation (Montalban, Rizal – Catanuan, Quezon)
	September 17, 2021	1	<ul style="list-style-type: none"> • Land Transportation (Catanuan, Quezon – Calamba – Caloocan) • Must be DOT Accredited
Meals	Snacks AM/PM and Lunch September 16-17, 2021 33 pax x 2days	66	<ul style="list-style-type: none"> • With venue provision
	Lunch September 15, 2021 2pax x 1 day	2	
	Dinner September 15-16, 2021 2pax x 2days	4	

Accommodation	September 15-16, 2021 (Overnight) 2pax x 2nights	4	• Must be DOT Accredited
Training Kit	Notebook, Ballpen, ID holder, ID lace	30	
Cooking Ingredients	- 3kl Pork - 2kl Chicken - Assorted Vegetable - Condiments (Soy sauce, Ketchup, Vinegar, Patis, Hot Sauce, Liquid Seasoning, and Tomato sauce) - Spices (Garlic, Onion, Ginger, Bay Leaf, Pepper and peppercorn, salt and sugar)	4 set	Note: menu may change without prior notice
Cooking Tools and Equipment	-2pcs Face mask (N95) -2pcs Face shield -Alcohol (50ml)	4set	
Personal Health Kit	3pcs face mask, 3pcs face shield, alcohol (50ml)	30	
Other Expenses	Load Card (100)	2	
	Tarpaulin (9 feet x 6 feet)	1	
	Antigen	2	

V. BUDGET: Php 109,800.00 inclusive of tax

VI. PROJECT OFFICER/CONTACT PERSON

K. De Gracia
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 Tourism Officer II
 Planning Unit

Noted by:

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 Chief, TOO