

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

TERMS OF REFERENCE
(Services of Online Training Provider)

I. PROJECT TITLE

FOOD TOURISM RESOURCES INVENTORY AND MAPPING

Host Agency: Department of Tourism MIMAROPA Dates
of Implementation: April 15 – 16, 2021

II. PROJECT BACKGROUND

The Department of Tourism is planning to develop a Philippine Food Tourism Roadmap and Strategic Plan in 2021. This is part of our sustaining efforts to position the Philippines as center of food and gastronomy by developing and promoting food and gastronomy tourism.

In line with this, the Regional Office is expected to conduct an inventory of food tourism resources and assets in key destinations, and following the UNWTO Guidelines for the Development of Gastronomy Tourism. The inventory of resources and assets will serve as initial inputs to support the preparation of the roadmap.

The workshop shall provide outputs on the following:

1. Assess if food and gastronomy tourism is a competitive product for the region
2. Identify specific food and gastronomy resources and assets that are ready for product development (in cities, municipalities, provinces, culinary routes, etc.)

III. DOCUMENTARY REQUIREMENTS FOR ONLINE 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
- Original or certified true copy of duly notarized Omnibus Sworn Statement

IV. TECHNICAL DESCRIPTION / SPECIFICATIONS

Duly Licensed Online Training Provider should be able to provide the following:

- Two (2) day of online workshop;
- Program Development – curriculum relevant to industry needs and standards;
- Must have had Trainer experience with tourism stakeholders;
- Must have conducted seminars around the country;
- Engagement of Industry Experts as Resource Speakers;

- Platform set-up to ensure that training will run smoothly/Must have Zoom capability;
- Develop and administer pre-registration and feedback/post-evaluation in consultation with the End-user;
- Provide Host and Moderator during the Webinar;
- Issuance of E-certificates/Certificates of Attendance;
- Provide training/session materials without further charges or fees;
- Provide Photo Documentation, zoom recording, and Post-activity Report;
- Must be residing in Metro Manila; and
- Must be able to provide the requirements on **send bill arrangement**

V. PROPOSED WORKSHOP SCHEDULE

DATE /TIME	TARGET PARTICIPANTS	TOPIC	NO. OF PARTICIPANTS
April 15, 2021	MIMAROPA Local Government Units and Tourism Stakeholders	Analysis of Philippine Food and Gastronomy Tourism from an Internal Viewpoint and Workshops	20 pax
April 16, 2021		Inventory Mapping and Workshop Presentations	20 pax

VI. APPROVED BUDGET FOR THE CONTRACT

ONE HUNDRED FIFTY THOUSAND PESOS

(₱ 150,000.00) inclusive of all applicable taxes

VII. PROJECT OFFICER/CONTACT PERSON

MARC RAMIRO R. ORTIZ LUIS

Tourism Operations Officer I

Tourism Development Division

DOT MIMAROPA

Email: tdd.mimaropa@gmail.com