

## TERMS OF REFERENCE

### I. PROJECT

COMMUNITY-BASED KULINARYA WORKSHOP ON SEPTEMBER 12 – 14, 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 12, 2021. Actual training is September 13 – 14, 2021.

#### Scope of Works/ Deliverables

Particulars	Breakdown	Quantity	Remarks
Transportation	Van Hire: September 12, 2021	1	<ul style="list-style-type: none"><li>• Land Transportation (Calamba – Manila – Montalban, Rizal)</li><li>• Must be DOT Accredited</li></ul>
Meals	Snacks AM/PM and Lunch September 13-14, 2021 33 pax x 2days	66	<ul style="list-style-type: none"><li>• With venue provision</li></ul>
	Dinner September 12-14, 2021 2pax x 2days	6	
Accommodation	September 12-14, 2021 2pax x 3nights	6	<ul style="list-style-type: none"><li>• Must be DOT Accredited</li></ul>
Training Kit	Notebook, Ballpen, ID holder, ID lace	30	

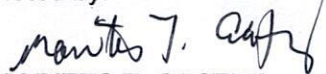
<b>Cooking Ingredients</b>	<ul style="list-style-type: none"> <li>- 3kl Pork</li> <li>- 2kl Chicken</li> <li>-Assorted Vegetable</li> <li>-Condiments (Soy sauce, Ketchup, Vinegar, Patis, Hot Sauce, Liquid Seasoning, and Tomato sauce)</li> <li>-Spices (Garlic, Onion, Ginger, Bay Leaf, Pepper and peppercorn, salt and sugar)</li> </ul>	4 set	Note: menu may change without prior notice
<b>Cooking Tools and Equipment</b>	<ul style="list-style-type: none"> <li>- 1pcs Potable Butane Stove</li> <li>- 4pcs Butane Gas</li> <li>-1pc Food Tongs</li> <li>-1pc Turner</li> <li>-1pc Ladle</li> <li>-1pc Chopping Board</li> <li>-1set Chef's Knife (Small and Large)</li> <li>-1set Mixing Bowls (Small, Medium and Large)</li> <li>-1pc Strainer</li> <li>-2pcs Wood ladle</li> <li>-8pcs Apron</li> <li>-8pcs Hand Towels</li> <li>-10pcs Hairnet</li> <li>-4pcs Pot Holder</li> <li>-1pcs Stock pot</li> <li>-1pcs Deep Frying Pan</li> <li>-3pcs Bottle Squeezer</li> <li>-1pc Can Opener</li> <li>-1pc Peeler</li> <li>-Mega Box (120L)</li> <li>- 1roll Garbage Bag (Lage)</li> </ul>	4set	
<b>Personal Health Kit</b>	3pcs face mask, 3pcs face shield, alcohol (50ml)	30	
<b>Other Expenses</b>	Load Card (100)	2	
	Tarpaulin (9 feet x 6 feet)	1	
	Antigen	2	

V. BUDGET: Php 148,000.00 inclusive of tax

VI. PROJECT OFFICER/CONTACT PERSON

  
KENETH C. DE GRACIA  
Tourism Officer II  
Planning Unit

Noted by:

  
MARITES T. CASTRO  
Chief, TOO