

TAWARAN PERKHIDMATAN FACILITATOR BAGI *SHOWCASE LENGGONG LAB:*
STRENGTHENING ECOTOURISM PACKAGES

Uniutama Education and Consultancy Sdn Bhd

Bangunan Pusat Pendidikan Profesional dan Lanjutan (PACE)

Universiti Utara Malaysia

06010 Sintok, Kedah

(U/P: Puan Syazwina)

Puan,

Tajuk Program: *Showcase Lenggong Lab: Strengthening Ecotourism Packages*

Tarikh Program: 4 – 6 April & 15 April 2021

Adalah saya dengan hormatnya merujuk kepada perkara di atas.

2. Sukacita dimaklumkan bahawa Perbadanan Produktiviti Malaysia (MPC) berhasrat **mempelawa** tuan/puan untuk mengemukakan cadangan bagi perkhidmatan seperti di atas:

Bil	Perkara	Maklumat
1	Nama Program/Aktiviti/Mesyuarat :	Perkhidmatan Fasilitator bagi <i>Showcase Lenggong Lab: Strengthening Ecotourism Packages</i>
2	Anggaran Kos (RM)	RM2,000 x 3 hari = RM6,000.00 RM1,800 x 1 hari = RM1,800.00
3	Tarikh program:	4 - 6 April 2021 15 April 2021
4	Kategori Perkhidmatan:	Fasilitator
5	Terma Rujukan (TOR):	Lampiran TOR

3. Sila maklumkan secara rasmi cadangan tuan/puan dengan menggunakan **Borang Jawapan (Akuan Terima)** kepada MPC ini dalam tempoh tiga (3) hari daripada tarikh emel ini melalui **emel** sama ada tuan/puan bersetuju/tidak bersetuju dengan cadangan pelawaan ini.

Sekian,

Terima kasih

Lampiran 1: Agenda Tentatif Bengkel

SHOWCASE LENGGONG LAB: STRENGTHENING ECOTOURISM PACKAGES

Session 1: 4 – 6 April 2021 at USAS Resort, Kuala Kangsar

Day 1	• Welcoming Remarks by Director of PGD • Welcoming Speech by Champion of TPN • Introduction on Ecotourism • Best Practices of Ecotourism • Introduction of KeTSA's Ecotourism Products in Lenggong (by local tour guide) • Identify SWOT on ecotourism products in Lenggong
Day 2	• Discussion session with local community leaders ◦ Gathering information and identifying potential economic activities, environmental and social protection add values • Identify ecotourism promotion strategies • Develop and planning of ecotourism activities
Day 3	• Summarize the proposed ecotourism action plan • Closing

Session 2: 15 April 2021 at Dorsett Putrajaya

Day 1	• Presentation of Findings from Session 1: Improving KETSA's Ecotourism Packages in Lenggong • Discussion on strengthening and finalising the action plan
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**TERMS OF REFERENCE (TOR)
FACILITATOR
SHOWCASE LENGGONG LAB: STRENGTHENING ECOTOURISM PACKAGES**

1.0 Purpose of the Assignment

The purpose of this assignment is to appoint facilitator for Tourism Productivity Nexus Showcase Lenggong Lab (SLL): Strengthening Ecotourism Packages.

SLL will discuss on the suitable plan of actions in enhancing the productivity growth in the tourism industry, focusing on KeTSA's tourism products in Lenggong.

2.0 Programme Objectives

2.1 To strengthen KeTSA's ecotourism packages in Lenggong;

2.2 To identify SWOT and challenges impeding growth and expansion of KeTSA's ecotourism products in Lenggong; and

2.3 To formulate strategic direction and plan for marketing and promotion of KeTSA's ecotourism packages in Lenggong.

3.0 Scope of Work

3.1 Preparatory work for TPN SLL:

3.1.1 Attend and contribute to relevant meetings and discussions prior to the session;

3.1.2 Desk research and synthesise relevant materials to enable effective progress of the session; and

3.1.3 Prepare presentation slides, discussion materials and other related materials for the purpose of the session.

3.2 Main tasks of the facilitator and report writer:

3.2.1 Lead, moderate, and facilitate the discussion among members of the sessions towards achieving the session's objective;

3.2.2 To provide input and assist appointed report writer to draft report on the output of the first session to be presented in second session; and

3.2.4 To provide input and feedback in finalising Showcase Lenggong Lab report after discussing with main stakeholders in second session.

3.3 Post-lab related tasks:

3.3.1 Review and finalised the completed report for consistency and accuracy; and

3.3.2 Attend and contribute to relevant meetings and discussions after the lab session, if any.

4.0 Payment Terms

No.	Task	Details	Amount (RM)
4.1	Facilitator for Session 1 in Kuala Kangsar	RM2,000 x 3 days	6,000.00
4.2	Facilitator for Session 2 in Putrajaya	RM1,800 x 1 day	1,800.00
		TOTAL	7,800.00

The payment includes transportation and other relevant costs incurred in completing the tasks assigned.

**PENGAKUAN PENERIMAAN SURAT SETUJU TERIMA DAN LAMPIRAN YANG
BERKAITAN OLEH SYARIKAT/INDIVIDU**

**Nama Aktiviti : FACILITATOR BAGI SHOWCASE LENGGONG LAB:
STRENGTHENING ECOTOURISM PACKAGES**

Tarikh : 4 - 6 April 2021 & 15 April 2021

Dengan ini disahkan bahawa yang bertandatangan di bawah ini mengakui penerimaan emel tawaran perkhidmatan tersebut di atas Salinannya yang telah disimpan.

..... (tandatangan syarikat/individu)

Nama Penuh :

No Kad Pengenalan:

Alamat :

No. Akaun :

Nama Akaun Bank :

Tarikh :

..... (tandatangan wakil syarikat)

Nama Penuh:

No Kad Pengenalan:

Alamat:

Tarikh:

Diberikan dengan sempurna untuk menandatangani untuk dan bagi pihak:

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Tandatangan

Tarikh: