

**THE NATIONAL COUNCIL FOR TECHNICAL AND VOCATIONAL
EDUCATION AND TRAINING**



***MANUALS FOR ESTABLISHING A VET CENTRE
FOR
HOSPITALITY SECTOR***

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LIST OF ABBREVIATIONS

CBET	-	Competence Based Education and Training
FTC	-	Full Technician Certificate
TT	-	Trade Test
VET	-	Vocational Education and Training
NACTVET	-	National Council for Technical and Vocational Education and Training
VTC	-	Vocational Training Centre
VTTC	-	Vocational Teachers Training College

PREAMBLE

Vocational Education and Training in Tanzania is governed by the National Council for Technical and Vocational Education and Training, established under the National Council for Technical and Vocational Education and Training Act, Cap. 129. This act empowers NACTVET to oversee and coordinate the provision of technical and vocational education in non-university institutions across the country. This manual therefore, gives guiding parameters so as to meet the minimum required standards set by the NACTVET Governing Council having in mind that one of its major roles is to ensure that vocational education and training provision satisfies the demands of the labour market with employees who have the required knowledge, skills and attitudes in order to improve production and productivity of our economy. When preparing the manual the following key areas were considered as essential for establishing Vocational Training Centres.

- A clearly defined organisation structure showing all the key positions for the efficient and effective operation of the Centre.
- NACTVET has set the standard required qualifications and competences which must be met by Vocational Teachers. The vocational teachers will be licensed and categorised by NACTVET according to their qualifications and experiences.
- This manual also provides criteria for a standard Vocational Training Centre (VTC) which will allow them to be registered and categorised accordingly. If the standards are not met, then the VTC will not be registered and Training Programmes will not be allowed.
- For the purpose of proper financial control of Centre funds, each VTC must keep proper records of all financial transactions showing the incomes and expenditures of the centre.
- Standard floor area requirements for workshops, classrooms, hostels, dining hall, offices, stores, library, toilets, playing fields etc, must be maintained. External and internal environment must also be conducive for training.
- Basic machines, equipment, tools and furniture must be provided to workshops and classrooms. Inventories must be well kept and updated. The items mentioned above must appear by proper name and specification in the inventory. Architectural drawings for all buildings, drawings for electrical wiring and drainage systems must be well kept by the Principal of the Centre.

NACTVET being vested with the role of overseeing and regulating the provision of Vocational Education and Training of other Providers will strictly observe these guidelines during the process of registration and categorisation of Vocational Training Centres.

Finally, it is believed that a VTC operating under these guidelines will produce the right outputs for the labour market, thereby increasing the productivity of our economy. It is also hoped that this manual will not remain static but is subject to updating when the conditions require so.

PART ONE

1. INTRODUCTION

The kind of VET system that is needed to spearhead socio-economic development in Tanzania will demonstrate itself in the kind of VTCs it will establish. There will be a close relationship between quality VTCs and products (trainees and services) it will produce. Countries with properly established VET centres are invariably placed to produce quality products.

This manual is intended to provide necessary information regarding requirements for the establishment of VTCs. In this manual quality parameters are defined. This will help to maintain consistency in training delivery.

Quality parameters are defined basing on three major areas which seek to address implementation of the Competence Based Education and Training (CBET) concept. These key areas are quality and sufficiency of tools and equipment, governance of the centre and infrastructure.

Vocational education and training is offered in 12 sectors which cover National vocational Award 1-3. The sectors include Civil and Building Engineering, Commercial and Business Support, Hospitality and Tourism, Automotive, Agriculture and Food Processing, Mining, Clothing and Textile Technology, Cosmetology, Transport, Mechanical and Printing. However, this manual focuses on the Agriculture and Food Processing occupations.

To ensure that each registered centre offers training according to its capacity. Registration of VET centres will be done according to the following categories:

1.1. Categorization of VTCs.

A Centre will be registered under any of the categories listed in Table R1.

Table R1: Criteria for Categorization of VTCs

CATEGORIZATION	CRITERIA	CATEGORY A	CATEGORY B	CATEGORY C	CATEGORY D
1. Occupation.	1.1. Number of occupations.	Minimum eight (8) occupations for multi-sectoral Centres or four (4) for sector specific Centres.	Minimum five (5) occupations for multi-sectoral Centres or two (2) for sector specific Centres.	Minimum one (1) occupation.	Minimum one (1) occupation.
	1.2. Qualifications levels.	Minimum of four (4) occupations offered above level II.	Minimum of two (2) occupations offered above level II.	Minimum of one (1) occupation offered up to level II.	Minimum of one (1) occupation up to level I.
2. Staff Qualifications 2.1 Principal	2.1.1 Academic qualifications	Minimum Form VI or equivalent.	Minimum Form VI or equivalent.	Minimum Form VI or equivalent.	Minimum Form IV or equivalent.
	2.1.2 Professional qualifications.	1 st Degree in technical/vocational education or equivalent for VTCs with training up to level IV and Master above level IV.	1 st Degree in technical/vocational education or equivalent for VTCs with training up to level IV and Master above level IV.	1 st Degree in technical/vocational education or equivalent for VTCs with training up to level IV and Master above level IV.	Certificate in technical education or equivalent
	2.1.3 Work Experience in relevant field.	Minimum three (3) years.	Minimum three (3) years.	Minimum three (3) years.	Minimum five (5) years.
2.2 Vocational teacher	2.2.1 Academic qualifications.	Minimum Form IV.	Minimum Form IV.	Minimum Form IV.	NA
	2.2.2 Professional qualifications.	Minimum one level above the level taught in a relevant occupation or field. TEACHER MINIMUM LEVEL III.	Minimum one level above the level taught in a relevant occupation or field. TEACHER MINIMUM LEVEL III.	Minimum one level above the level taught in a relevant occupation or field. TEACHER MINIMUM LEVEL III.	National vocational certificate of competence or equivalent
	2.2.3 Teaching qualifications.	Minimum Teacher Certificate in education.	Minimum Teacher Certificate in education.	Minimum Teacher Certificate in education.	Minimum Instructional Methods Certificate (IMC).
	2.2.4 Work Experience in relevant field.	Minimum three (3) years.	Minimum three (3) years.	Minimum three (3) years.	Minimum five (5) years in relevant field.
2.3 Training Coordinator/ Registrar	2.3.1 Academic qualifications.	Minimum Form IV.	Minimum Form IV.	Minimum Form IV.	NA
	2.3.2 Professional qualifications.	Minimum Ordinary Diploma in technical field or equivalent for VTCs with training up to level IV and 1 st Degree above level IV.	Minimum Ordinary Diploma in technical field or equivalent for VTCs with training up to level IV and 1 st Degree above level IV.	Minimum Ordinary Diploma in technical field or equivalent for VTCs with training up to level IV and 1 st Degree above level IV.	NA
	2.3.3 Work Experience in training	Minimum three (3) years.	Minimum three (3) years.	Minimum three (3) years.	NA
2.4 Accountant	2.4.1. Academic qualifications.	Minimum Form VI.	Minimum Form IV.	Minimum Form IV.	NA
	2.4.2. Professional qualifications	Minimum Diploma or equivalent in relevant field	Minimum Diploma or equivalent in relevant field	Certificate equivalent in relevant field	NA
	2.4.3. Work Experience in relevant field	Minimum three (3) years.	Minimum three (3) years.	Minimum three (3) years.	NA

CATEGORIZATI ON	CRITERIA	CATEGORY A	CATEGORY B	CATEGORY C	CATEGORY D
3 Centre Capacity.	3.1 Teacher trainee's ratio per class.	1:20	1:20	1:20	1:5
	3.2 Infrastructure.	As per Manual for establishing VET Centres.	As per Manual for establishing VET Centres.	As per Manual for establishing VET Centres.	Enough for five (5) trainees as per programme requirements
	3.3 Tools and equipment.	As per Manual for establishing VET Centres.	As per Manual for establishing VET Centres.	As per Manual for establishing VET Centres.	Enough for five (5) trainees as per programme requirements

We hope that the guidelines will be useful not only to those who would like to establish a VTC for specific occupations but also to providers who wish to improve their existing VTCs for the purpose of registration.

The manual is divided into five main parts, namely: centre governance, staffing, centre financial management, infrastructure, tools and equipment.

PART TWO

2. VOCATIONAL TRAINING CENTRE GOVERNANCE

Good governance is an important aspect in establishing a VET centre. It ensures accountability, participation, transparency, equity and rule of law in operation of the VET centre. This will also play part in making the centre sustainable. Involvement of stakeholders in governing the centre is imperative. It is therefore mandatory for a VET centre with categories A - C to have an Advisory Board/Board of Trustees.

The composition of the Board will have the following representation:

- i. Centre owner;
- ii. Parents;
- iii. Employers;
- iv. Government at District /division level;
- v. Centre employees; and
- vi. Principal-Secretary to the Board.

PART THREE

3. STAFFING

Staffing of a Centre will consist of the following personnel:

(a) Principal

The Principal is the Chief Executive of the centre. He/she will develop strategies and policy matters that included soliciting donor fund, centre and VET promotion, sensitize stakeholders with view to meet the centre goals and plan. For the centre with categories A-C, he/she will be the secretary to the Centre Advisory Board/Centre Board of Trustees.

Under these categories the Principal will be assisted by the following titles- Training Coordinator, Centre Administrator, Accountant, Entrepreneurship and Short course coordinator.

Minimum Qualifications of a Centre Principal:

For category A, B and C VET centres

- i. Degree in Technical / Vocational Education or equivalent.
- ii. Three (3) years work experience in the relevant field.

For category D VET centres

- i. Certificate in Technical / Vocational Education or equivalent.
- ii. Five (5) years work experience in the relevant field.

(b) Training Coordinator

The functions of a training coordinator in a VTC will be those activities related to training which include trainees' enrolment, coordination of trainees' assessment, monitoring training, discipline, guidance and counselling, Trainees' welfare in general and preserving centre

environment. The coordinator will be supported by Head of departments, warden/matron and head cook.

Minimum Qualifications of a Training Coordinator

- i. Ordinary Diploma or equivalent in any technical education field;
- ii. Certificate in teaching;
- iii. Three (3) years experience in training.

(c) Human Resource Officer

The Human Resource Officer will provide support for day to day administrative activities which include; staff welfare, staff development, security matters and stores.

Minimum Qualifications of a Human Resource Officer

- i. Certificate in Human Resources Management;
- ii. Three (3) years experience in relevant field.

(d) Accountant

The Accountant will keep all financial and accounts records of the centre.

Minimum Qualifications of the Accountant

- i. Diploma in accountancy;
- ii. Three (3) years experience in relevant field.

(e) Secretary

The secretary will be a personal assistant to the Principal and will perform all duties related to secretarial responsibilities.

Minimum Qualifications of the Secretary

- i. Form IV education;
- ii. Stage III certificate.

(f) Teaching staff

Vocational teachers have the central role of making the training relevant. Vocational teachers are the first-line practitioners of vocational training. A befitting vocational teacher to carryout vocational training within the Tanzanian VET system will have the following attributes:

- i. Critically alert;
- ii. Imaginative, innovative, proactive, creative;
- iii. A cultivated person with the courage and ability to face and solve problems;
- iv. Active in the pursuit of truth and goodness within the overall accepted aspirations of a nation at large; and
- v. Willingness to learn.

To ensure efficiency and effectiveness in training delivery, the maximum vocational teacher – trainee’s ratio will be 1:20.

Minimum Qualifications of a Vocational Teacher

Vocational teachers shall be licensed and categorised according to their qualifications and the level (s) in which they are allowed to teach. The required qualifications for vocational teachers are as described hereunder:

Vocational teachers for level I-III shall have the following qualifications:

- i. Holders of FTC, Diploma or other equivalent qualifications in the relevant field;
- ii. Teaching certificate obtained from VTTC or any other recognised institution; and
- iii. At least three (3) years of post training relevant practical work experience in his/her field of specialisation.

Vocational teachers for level I-II shall have the following qualifications:-

- i. Form IV secondary certificate;
- ii. Vocational Certificate of Competence or equivalent;
- iii. Teaching certificate obtained from VTTC or any other recognised institution; and
- iv. At least five (5) years of post training relevant work experience in his/her field of specialization.

Competences of a vocational teacher

A Vocational Teacher must possess the following competences:

- i. Able to interpret occupational training standards into learning process;
- ii. Evaluate training process and outcomes;
- iii. Compare training offered and the demand from the labour market;
- iv. Prepare report on training implementation in his/ her own workshop;
- v. Prepare maintenance schedule for training tools and equipment;
- vi. Counsel and guide trainees in the workshop; and
- vii. Ability to maintain a conducive environment for learning.

NB : Permanent teachers should be two thirds ($\frac{2}{3}$) of all teachers in the centre.

PART FOUR

4. CENTRE FINANCIAL MANAGEMENT

Proper management of centre finances is very important. It is therefore advised for anyone who aspires to establish a VET centre at categories A-C has to ensure that proper systems for managing finances are in place. These will ensure stability and sustainability of a VTC in a long run.

The following are important pre requisites:

- a) Bank account;
- b) Qualified staff;
- c) Reliable sources of funds; and
- d) Management of Cash Flow

PART FIVE

5. INFRASTRUCTURE

Infrastructure of a VTC with categories A-C include, among other things, workshops, classrooms, trainees hostel, conference hall, storage facilities, staff houses, and external environment. All building infrastructure should be able to accommodate people with special needs.

For the VTC with category D should have proper premises to facilitate practical and theoretical training. It should have some storage facilities and provision facilities for hygiene.

In deriving the size of the area suitable for training, the following factors have been taken into account:

- i. The number of trainees in one workshop;
- ii. Type of equipment;
- iii. Air circulation in a room; and
- iv. Movement of users within a room and around the building for various activities.

The provided schematic drawings demonstrate how a workshop or a training space should look like. It is not obligatory to use the same design but one should adhere to specifications provided in the Table 1. Users are strongly advised to seek for technical expertise from professionals who will help them translate information contained in this work into proper architectural and engineering drawings required for erection of buildings.

In this respect, construction of centres should consider standards as elaborated in the Table 1.

TABLE 1: INFRASTRUCTURE SPECIFICATIONS

S/N	ITEM/DESCRIPTION	NORM/SPECIFICATIONS
1.	Vocational teacher– Trainee Ratio.	1:16 -20 (Capacity for a single class/workshop is between 16 to 20 trainees).
2.	Area per trainee. <ul style="list-style-type: none"> Workshops (without offices). Classrooms (without offices). Conference Hall (without offices). Dining Hall (without kitchen). Library. Kitchen facility. 	<ul style="list-style-type: none"> 5 -14sqm per Trainee (workshop with light equipment like tailoring, computer applications – 5sqm/trainee; those with large equipment e.g. machinery fitter, etc. 12 – 14sqm/trainee can be used). 2.5 – 3 sq m per trainee. 1.5 – 2.5 sq m per trainee. 1.5 – 2.5 sq m per trainee. 2.5 – 3.5 sq m per trainee. 0.2 – 0.3 sq m per trainee.
3.	Areas for other general facilities. <ul style="list-style-type: none"> Administration Block. Office (for a teacher, officer etc). Office for Head of section/department 	<ul style="list-style-type: none"> 200 – 250 sq m. 10 – 16 sq m. 16 – 25 sq m.
4.	Toilets and change rooms. <ul style="list-style-type: none"> Number of persons per toilet Unit. Minimum unit area. Change rooms. 	<ul style="list-style-type: none"> 4 - 5 persons per toilet unit (staff). 8 -10 trainees per toilet unit (trainees). 1.5 – 2 sq m. 1 – 1.5 sq m per trainee (it is advised that each workshop should have a change room, which must be gender sensitive. Provision of washing basin and showers in a change room will depend on the type of occupation).
5.	Storage facilities. <ul style="list-style-type: none"> General store. Office store. Workshop store. 	<ul style="list-style-type: none"> 12 - 30 sq m. 2 – 6 sq m. 10 – 30 sq m (the shape of which has to depend on the type and nature of materials to be stored).
6.	Trainees Hostel. <ul style="list-style-type: none"> 4 trainees per room. 	<ul style="list-style-type: none"> 16-24 sq m per room with height 3.0m Provide study room for at least 20 trainees.
7.	Staff house.	100 – 200 sq m per single family house.

S/N	ITEM/DESCRIPTION	NORM/SPECIFICATIONS
8.	Location.	Suitable location of the training facilities required; workshop with heavy duty equipment preferably to be located on the ground floor. Location should consider other surrounding activities.
9.	Floors.	Strong floors capable of withstanding operations of a particular occupation
10.	Structure condition.	The structure and materials to be used should be durable, sound, safe, strong, Impurities free, attractive and available at local market.
11.	Internal environment.	<ul style="list-style-type: none"> • Should be smoke/dust free; well ventilated/air conditioned; enough natural and artificial lighting; appropriate colours in walls and ceiling necessary furniture and fixtures should be available. • Height of head room to be not less than 3m and above • Room relationship to be considered to minimize unnecessary movement. • Type of floor finish to match with the nature of activity performed.
12.	External environment	Provide access roads landscaping, walkways to allow movement people with disability.
13.	Utilities.	Proper electrical installation and power supply ² ; enough water supply; adequate sewerage disposal system; adequate solid waste disposal system; well functioning telecommunication facilities; fire fighting/prevention facilities as per regulations; dust/smoke removing mechanism for dust/smoke generating workshops.
14.	First – Aid facilities and safety gears.	Standard first-aid box with basic medication installed in a conspicuous position; safety gears must be available for both vocational teacher and trainees.
15.	Legality of VET Centre in guidelines and Council Regulations. <ul style="list-style-type: none"> • Birds class layer type • Broiler birds 	NACTVET plays a role of establishing and monitoring guideline to VET provider and not authorizing permission to commence construction activities. The respective regulatory Body is obliged to administer their regulations. <ul style="list-style-type: none"> • Brooding space 20-30 birds/m² • Growing space 10-20 birds/ m² • Layer's birds 5-6 birds/ m² • Brooding space 20-30/ m² • Growing space 10-12 birds/ m²
16.	Space for seedling production (horticulture)	<ul style="list-style-type: none"> • Extra 1-5 Acres required for horticulture practical • Provide reliable source of water for irrigation purposes. • Head room height not less than 3.6 m high.
17.	Chick space:	38cm ² per layer chick, 52cm ² per broiler chick
18.	Size of foundation	The depth of the foundation to be determined at/in site, also nature of soil water table and the load to be imposed. But also the materials to be used

S/N	ITEM/DESCRIPTION	NORM/SPECIFICATIONS
19.	Safety awareness	Adherence to occupational health and safety should be taken on board to enhance high productivity and keep good working environment
20.	Others.	Master timetable placed at conspicuous area; at least one wall clock in each workshop; at least one suggestion box for each VTC. Each VTC has to have indoor or outdoor sports areas.

PART SIX

6. BASIC TOOLS AND EQUIPMENT

The minimum requirements of tools and equipment for a VTC with categories A-C for each occupation are provided. The same specifications of tools and equipment can be used for category D, but quantity and type will depend on curriculum contents to be covered.

The purpose of this list is to provide guidance and help management and authorities of vocational institutions to plan their equipment requirements with accuracy and produce precisely defined technical specifications.

It is advisable when purchasing tools and equipment to consider their durability, serviceability, accuracy, versatility and low operating costs.

APPENDIX 1
BASIC TOOLS AND EQUIPMENT

**BASIC TOOLS AND EQUIPMENT FOR FOOD AND BEVERAGES
SERVICES AND SALES (20 TRAINEES)**

A - EQUIPMENT:

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
	General						
1.	Personal Computer	<ul style="list-style-type: none"> • CPU: Intel Dual Core 2.0GHz and above (Pentium IV) • Windows 7/Vista/Win XP • Office 2003/2007/2010 • HDD: 250GB-360GB(SATA) • Card Reader Drive • NIC: 10/100Mbps • VGA Port 256MB, DVI Port • Main Board: Including ATX/NLX • Cache Memory: L2 Cache 2MB(On Die) • Main Memory: DDR2 SDRAM 2GB or 4GB • DVD±RW Drive • I/O/Port <ul style="list-style-type: none"> ○ Rear: Parallel(1),PS/2(2),USB 2.0(4 or More),VGA(1),RJ45(1),Audio (Line-in,4x Line-out,SPDIF) ○ Front: USB 2.0(2), Audio(MIC, Line-out) 	Pcs	1:5		√	√
2.	Printer	<ul style="list-style-type: none"> • Colored • Laser jet/inkjet • USB Compatible with USB 2.0 • Power: AC 220V/50Hz 	Pcs	1:20		√	√

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		<ul style="list-style-type: none"> Interface: USB or IEEE 1284 parallel Memory: 64MB (128MB Max.) Paper (A4) Tonner LaserJet Printer/Ink Cartridge for Inkjet Printer 					
3.	Fax Machine	<ul style="list-style-type: none"> Black-and-white laser fax machine also copies and prints Fax transmission speeds up to 3 seconds per page 600 x 600 DPI resolution for faxes, copies, and prints Auto-dial up to 132 numbers 250-Sheet paper tray and 30-sheet automatic document feeder 	Pcs	1:20		√	√
4.	UPS	Small size 500w 220v – 240v 50 – 60H2 MOD:700 – 450W 3.2	Pcs	1:5		√	√
5.	Monitor	<ul style="list-style-type: none"> Color Monitor 17" inches LCD, 1280x1024 15pin D-sub, DVI Port, 90° Rotation Adjustment for contrast & brightness Speaker Function 	Each	1:1		√	√
6.	Keyboard	<ul style="list-style-type: none"> A 'QWERTY' standard keyboard English Language 6 pin DIN connector USB connector 	Each	1:1		√	√
7.	Credit card validator	Standard	Pcs	1:20		√	√
8.	Credit card imprinter	Standard	Pcs	1:20		√	√
9.	Counterfeit machine	UV counterfeit detector	Pcs	1:20		√	√
10.	Telephone	Flashing, calibrated line breaks	Pcs	1:10	√	√	√

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
11.	Canon Scanner 9000F High quality scanning 9600 dpi resolution	<ul style="list-style-type: none"> A4 Scanner Ability to read text, hand – written and graphical images 	Pc	1:20		√	√
12.	HMS	Hotel operating system HMS or FIDELIO	Pcs/ Pkg	1:20	√	√	√
13.	TV Set	32" Oblique view/ LCD/ LED	Pcs	1:20	√	√	√
14.	Telephone	<ul style="list-style-type: none"> Flashing, calibrated line breaks 10 one touch memory 	Pcs	1:10		√	√
15.	Fax machine	<ul style="list-style-type: none"> Black-and-white laser fax machine also copies and prints Fax transmission speeds up to 3 seconds per page 600 x 600 DPI resolution for faxes, copies, and prints Auto-dial up to 132 numbers 250-Sheet paper tray and 30-sheet automatic document feeder 	Each	1:20	√	√	√
16.	Cash Register	Automatic task computation	Pcs	1:10		√	√
17.	Photocopy machine	<ul style="list-style-type: none"> RAM Memory Size: 128.00 MB Maximum print speed (Black and White): 30 ppm Maximum sheet capacity: 250 Width: 21.70 inches 	Pcs	1:20	√	√	√
18.	Cam Coder	<ul style="list-style-type: none"> 32 GB Full HD projector 	Pcs	1:20	√	√	√
19.	Wall clock	Type: Analog with calendar	Pcs	1:20	√	√	√
20.	Multi media projector	<ul style="list-style-type: none"> 1920 x1080 (1080p) resolutions. 2,000 Lumens. 3000:1 DCR Throw Ratio (1.46 - .2:1). 	Pcs	1:20	√	√	√

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		<ul style="list-style-type: none"> • Dual HDMI Inputs with HDCP 10W x 2 Stereo Speakers. • Lamp life: 4000 / 6000 hrs (N/Eco) • Keystone adjustment +/-40%. • Low Audible Noise of < 29dB • Eco Mode for energy savings. • Longer lamp life and reduced edible noise. • Laser remote control with batteries • It has 10W x 2 Stereo Speakers. 					
21.	Refrigerator	Double door Stainless steel with 15 rack /trays	Pcs	1:20	√	√	
22.	Adjustable Salamander Griller (Electrical)	<ul style="list-style-type: none"> • 2.8 KW Output • Audible timer • Removable fat collection tray • 230 – 240V • Size (mm) 500(H) x 600 (W) x 550 (D) • Weight 45Kg 	Pcs	1:20		√	
23.	Cooking range	<ul style="list-style-type: none"> • 2/1 Gastronomy compatible • Flame failure protection • French side opening doors • 4 shelf positions • Adjustable front feet and rear rollers 	Pcs	1:5	√	√	
24.	Meat mincer	<ul style="list-style-type: none"> • 350 W Motor • 113kg/hr Max output • 230V • Size (mm) 430 (H) x 420 (W) x 170 (D) • Weight 6kg 	Pcs	1:5	√	√	
25.	Juice Extractor	<ul style="list-style-type: none"> • High speed motor • Aluminium Alloy Body • 220 -240V 180W • Speed 180 rpm 	Pcs	1:10	√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		<ul style="list-style-type: none"> Size (mm) 428 (H) x 210 (W) x 320 (D) Weight 4.68kg 					
26.	Food processor	<ul style="list-style-type: none"> 2.6 Ltr Polycarbonate bowls 650 W motor On, off and Pulse functions Stainless steel blades Size (mm) 362 (H) x 190 (W) x 255 (D) 	Pcs	1:10	√	√	
27.	Electrical Pizza Oven	<ul style="list-style-type: none"> 230 – 240 V 1.45kw 6.25A Max. Temperature 300 °C Size (mm) 210 (H) x 550 (W) x 475 (D) Weight 17kg 	Pcs	1:20		√	
28.	Pasta Boiler	<ul style="list-style-type: none"> 5 ltr 30 °C to 100 °C temp. Range Boil dry protection Stainless steel construction 	Pcs	1:20	√	√	
29.	Deep fat fryer	<ul style="list-style-type: none"> 2 x 4 Ltrs 220 – 240 V 2 x 3 Kw 2 x 4 Ltr tanks Max output 15 Kg/hr Size (mm) 314 (H) x 555 (W) x 400 (D) Weight 13 Kg 	Pcs	1:20	√	√	
30.	Deep freezer	<ul style="list-style-type: none"> 20.6 cubic ft. 30.9 cubic ft. 	Each	1:20	√	√	
31.	Cooler	Double door Electrical	Pcs	1:20	√	√	
32.	Cooling cabinet	Double door with racks	Pcs	1:20	√	√	
33.	Plate warmer	Stainless steel dimension 430 x 590mm Capacity: 36 plates (320mm diameter)	Pcs	1:20	√	√	
34.	Blender	Stainless steel cup 20 litre jug	Pcs	1:20	√	√	
35.	Ice making machine	Output: 50kg /24 hrs Capacity: 15kg	Pcs	1:20		√	
36.	Toast machine	Capacity: 6 slices	Pcs	1:10	√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		Output: 200 slices per hour					
37.	Coffee machine	Pour over with 2 jugs Output: 18ltr./144 cups per hour Dimension: 205 x 340 x 430mm	Pcs	1:20	√	√	
38.	Water Urns	Stainless steel 20 ltr standard urn	Pcs	1:20	√	√	
39.	Service trolley and flambé trolley	Gas on castors with shelves and cooking facilities	Pcs	1:10		√	
40.	Racks • All purposes Plate rack	Plastic material Moulded in support stands to hold plates and trays	Pcs	1:5	√	√	
41.	Glass / Dishwasher	Hood type Output: 1500 glasses per hour 1000 plates per hour	Pcs	1:20	√	√	
42.	Draught tank	Galvanized metal with control tap	Pcs	1:20		√	
43.	Coffee Percolator	• Polished stainless steel • Capacity 15 Ltr (90 cups)	Pcs	1:10		√	
44.	Kitchen weighing scale	• General purpose stainless steel • 10 kg	Pcs	1:5	√	√	
45.	Cooking pots	Small, medium, and large size	Pcs	1:5	√	√	
46.	Frying pans	Deep and shallow pans Non - stick	Pcs	1:5	√	√	
47.	Espresso Machine	1.3 Ltr removable water tank self printing 15 bar pump	Pcs	1:20		√	
48.	Sink Unit	• Stainless steel sink • Galvanized steel under shelf • 900mm High with 60mm up stand • 250mm deep bowls • Under sink storage • Twin lover 3" tier small mixer tap	Pcs	1:20	√	√	
49.	Clearing Trolley	• Stainless steel	Pcs	1:20	√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		<ul style="list-style-type: none"> Maximum load 128 kg 3 tier small Size: (mm) 810H x 710(W) x 405(D) 					
	<i>Safety and Hygiene</i>						
50.	First Aid Kit	Medium Size	Pcs	1:20	√		
51.	Fire Extinguisher	Co ² Capacity: 2kg Dimension: 500mm. H x 177mm D	Pcs	1:20	√		
		Dry Powder Capacity: 2kg Dimension: 500mm. H x 175mm D	Pcs	1:20	√		
		Halogen: Capacity: 2 ltr Dimension: 500mm. H x 175mm D	Pcs	1:20	√		
52.	Fire Blankets	Asbestos made Dimension: 1.2m x 1.2m	Pcs	1:20	√		
53.	Stretcher	Metal standard frame with canvas stretch fitted	Pcs	1:20	√		
54.	Pair of Uniforms	As per establishment specification.	Pcs	1:5	√	√	√
55.	Long handled broom	Metal/wooden handle soft bristles	Pcs	1:5	√	√	√
56.	Wet mop	Cotton /synthetic material	Pcs	1:5	√	√	√
57.	Mop wringer	Metal /wooden	Pcs	1:5	√	√	√
58.	Soft broom	Metal /wooden handle with synthetic or natural fibres	Pcs	1:5	√	√	√
59.	Dust Pan and dust pan Brush	Plastic	Pcs	1:5	√	√	√
60.	Dust bin	Plastic with lid	Pcs	1:5	√	√	√
61.	Dusters	Blanket material impregnated on wooden/metal /plastic structure	Pcs	1:5	√	√	√

B- TOOLS:

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
	General						
1.	Glasses						
	• Water Glass	Glass materials 25.50 cl	Pcs	1:5	√	√	
	• Tankards large	Glass materials 12fl. Oz/pt	Pcs	1:5	√	√	
	• Tankards (lady)	Glass materials 10fl.oz	Pcs	1:5	√	√	
	• White wine glass	Glass materials 10 fl oz	Pcs	1:5	√	√	
	• Red wine glass	Glass materials 12fl. Oz	Pcs	1:5	√	√	
	• Brandy Baloon	Glass materials 23.28 cl	Pcs	1:5	√	√	
	• Sherry glass	Glass materials 4,735(3 out)	Pcs	1:5	√	√	
	• Liqueur glass	Glass materials 2.367cl (6 out)	Pcs	1:5	√	√	
	• Cocktail glass	Glass materials 5 fl oz	Pcs	1:5	√	√	
	• Highball glasses	Glass materials 13fl.oz	Pcs	1:5	√	√	
	• Juice glass	9 oz	Pcs	1:5	√	√	
	• Pilsner glass	Standard	Pcs	1:5	√	√	
	• Champagne glasses	Glass materials 18.23 cl	Pcs	1:5	√	√	
	• Port wine glasses	Glass materials 14.20 cl	Pcs	1:5	√	√	
	• Champagne flute	• 160ml • 235mm Height	Pcs	1:5		√	
	• Champagne tulip	9oz	Pcs	1:5		√	
	• Carafes	0.5 Ltr	Pcs	1:5		√	
	• Saucer Champagne	9oz	Pcs	1:5		√	
	• Margarita glass	310ml/11 oz 169mm Height	Pcs	1:5		√	
	• Traditional Dessert Glasses	Large 6.5 oz 135mm Height	Pcs	1:5	√	√	
2.	Rocks /spirit glass	12fl.oz	Pcs	1:5	√	√	
3.	Service trays and Salvers	Metal/plastic/wooden Round and rectangular	Pcs	1:1	√	√	
4.	Cutting board	Wooden/plastic	Pcs	1:5	√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		24600W x 450D x 12mm – white					
5.	Waiter friend (opener)	Stainless steel Standards	Pcs	1:1	√	√	
6.	Free flow speed pourer	6 out/3 out Metal 6 out /3 out	Pcs	1:5	√	√	
7.	Tot measure	Glass/ metal 6 out /3 out	Pcs	1:5		√	
8.	Water jugs	Glass 2.5 litres	Pcs	1:5	√	√	
9.	Wine cooler	Wine cooler acrylic 235 Diameter x 110mm.Height	Pcs	1:10	√	√	
10.	Ice bucket stand	Double mounted stand only	Pcs	1:5		√	
11.	Champagne ice bucket	Stainless steel and litre 215 x 185mm (Diameter x Height)	Pcs	1:5		√	
12.	Ice Tong	Stainless steel Tong bird claw -200mm	Pcs	1:5		√	
13.	Manual orange squeezer	Stainless steel with reservoir or handle	Pcs	1:5	√	√	
14.	Manual ice crushers	Stainless steel bowl with pestle like structure Dimensions: 160 x 200 x 260mm	Pcs	1:5		√	
15.	Cast Iron Sizzler Dishes	<ul style="list-style-type: none"> • Heavy Duty cast iron pans with wooden stands • Size: 241 x 140 mm 	Pcs	1:5		√	
16.	Cocktail shaker	Stainless steel/glass 700ml.	Pcs	1:5		√	
17.	Mixing glass with bar spoon	Standards	Pcs	1:5		√	
18.	Pasta machine	<ul style="list-style-type: none"> • Chrome plated steel • Nickel plated rollers • Size: (mm) 146 (H) x 205 (W) x 205 (D) • Weight 3kg 	Pcs	1:5	√	√	
19.	Cocktail strainer	Stainless steel	Pcs	1:5		√	
20.	Funnel	Plastic	Pcs	1:5		√	
21.	Swizzle sticks	Plastic	Pcs	1:5		√	
22.		<ul style="list-style-type: none"> • All aluminium • 1 spiked • 1 flat surface 	Pcs	1:5	√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
23.	Cutlery						
	• Butter knife	Stainless steel Medium size blunt	Pcs	1:5	√	√	
	• Fish knife	Stainless steel Standards	Pcs	1:5	√	√	
	• Fish fork	Stainless steel with a long 3 prongs	Pcs	1:5	√	√	
	• Meat knife	Stainless steel with sharp blade	Pcs	1:5	√	√	
	• Meat fork	Stainless steel with 4 stout prong	Pcs	1:5	√	√	
	• Dessert knife	Stainless steel	Pcs	1:5	√	√	
	• Steak knife	Stainless steel	Pcs	1:5	√	√	
	• Dessert fork	Stainless steel 4 short prong	Pcs	1:5	√	√	
	• Soup spoon	Stainless steel with round well	Pcs	1:5	√	√	
	• Dessert spoon	Stainless steel with oval shape	Pcs	1:5	√	√	
	• Service spoon	Stainless steel large size	Pcs	1:5	√	√	
	• Service fork	Stainless steel Large size	Pcs	1:5	√	√	
	• Tea spoon	Stainless steel standards 5 ml	Pcs	1:5	√	√	
	• Coffee spoon	Stainless steel Standards 5 ml	Pcs	1:5	√	√	
	• Bar spoon	Stainless steel standard	Pcs	1:5	√	√	
24.	Crockery: China / Ceramic Ware						
	• Under liners	15 cm diameter	Pcs	1:5	√	√	
	• Side plate	15 cm diameter	Pcs	1:5	√	√	
	• Fish plates	20 cm diameter	Pcs	1:5	√	√	
	• Meat plate	25 cm diameter	Pcs	1:5	√	√	
	• Dessert plate	18cm diameter	Pcs	1:5	√	√	
	• Oval plate	13 cm diameter	Pcs	1:5	√	√	
	• Soup cup	Standards	Pcs	1:5	√	√	
	• Soup bowl	20cm diameter	Pcs	1:5	√	√	
	• Tea cup and source	18.98 cl	Pcs	1:5	√	√	
	• Jam and marmalade dishes	standard	pcs	1:5	√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
	• Coffee cup & saucer	9.47cl	Pcs	1:5	√	√	
	• Espresso cup –	Standards	Pcs	1:5	√	√	
	• Egg cup	Standards	Pcs	1:5	√	√	
	• Sugar bowls	Standards	Pcs	1:5	√	√	
	• Dessert bowls.	Standards	Pcs	1:5	√	√	
25.	Silverware						
	• Platters	Stainless steel materials small, medium and large	Set	1.5	√	√	
	• Tea pots	28.4cl, 56.8 cl, 85.2cl 113.6 cl	Pcs	1:5	√	√	
	• Coffee pots	Small, medium and large	Pcs	1:5	√	√	
	• Milk jugs	Small, medium and large	Pcs	1:5	√	√	
	• Slotted turner	Stainless steel 310 mm	Pcs	1:5	√	√	
	• Soup ladle	90 ml/ 3oz	Pcs	1:5	√	√	
	• Dressing ladle	Stainless steel 30 ml/ 1 Oz (340mm)	Pcs	1;5	√	√	
	• Slotted serving spoon	Stainless steel 310 mm	Pcs	1:5	√	√	
	• Serving tongs	Stainless steel 200 mm	Pcs	1:5	√	√	
	• Salad servers	Stainless steel 237 mm spoon 235 mm fork	Pcs	1:5	√	√	
	• Pie lifter	Plastic handle and stainless steel blade	Pcs	1:5	√	√	
	• Perforated serving spoon	11"/279 mm 13"/ 330 mm	Pcs	1:5	√	√	
	• Spaghetti tongs	Stainless steel	Pcs	1:5	√	√	
	• Salt & pepper shakes	Stainless steel Chrome plates tops	Set	1:5	√	√	
	• Mustard container	Glass/ Stainless steel /Plastic standards	Pcs	1:5	√	√	
	• Vinegar container	Stainless steel /glass Standards	Pcs	1:5	√	√	
	• Tomato sauce container	Stainless steel /ceramic standards	Pcs	1:5	√	√	
	• Chill sauce container	Stainless steel/ceramic Standards	Pcs	1:5	√	√	
	• Cheese container	Stainless steel dredger standards	Pcs	1:5	√	√	
26.	Linen						
	• Table cloth (linen material)	• 137cm x 137cm a table 76cm square, a round table 1m	Pcs	1:5	√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		<ul style="list-style-type: none"> • 183cmx183cm for 1 metre table square • 183cmx244cm for rectangle shaped table • 183cmx 137cm for rectangle shaped table 					
	• Slip cloths/table overlays	1m x 1metre	pcs	1:5	√	√	
	• Napkin	Linen Material 50cm x 50cm	Pcs	1:1	√	√	
	• Skirting cloths	2m x 4m or even longer	Pcs	1:5	√	√	
	• Waiter cloths	24cm x 24cm	Pcs	1:5	√	√	
	• Wine cloth	24cmx 24cm	Pcs	1:5	√	√	
	• Glass cloth	Linen or cloths	Pcs	1:5	√	√	
27.	Side board	Wooden with shelves and partitions Standards	Pcs	1:5	√	√	
28.	Flower Vessels	Marble, wooden or clay	Pcs	1:5	√	√	
29.	Ash trays	Marble wooden/clay	Pcs	1:5	√	√	
30.	Table numbers	Wooden materials Small size	Pcs	1:5	√	√	
31.	Candle holder	Ceramic /metal Size as per chosen candle	Pcs	1:5	√	√	
32.	Sauce boat	Stainless steel Standards	Pcs	1:5	√	√	
33.	Gueridon trolley	Wooden on castors with shelves/partitions	Pcs	1:5		√	
34.	Carving board	Plastic /wooden	Pcs	1:5		√	
35.	Carving knives	Stainless steel Blades 25-30 cm long 2.5 cm wide	Pcs	1:5		√	
36.	Carving fork	Stainless steel two prong 25 cm long	Pcs	1:5		√	
37.	Coaster	Round/square shape Plastic rubber materials	Pcs	1:5	√	√	
38.	Cutting Board	Wooden/plastics 4cm thick	Pcs	1:5	√	√	
39.	Fruit knife	Stainless steel Standards size	Pcs	1:5	√	√	
40.	Service trays	Small size	Pcs	1:5	√	√	
41.	Wine bucket	Stainless steel 13 qt, 8mm thick	Pcs	1:5		√	
42.	Wine basket/cooler	Plastic/bamboo materials	Pcs	1:5		√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
43.	Punching machine	Metal medium size	Pcs	1:5	√	√	
44.	Manual Glass washer	Hard plastic with 3 white headed Brushes	Pcs	1:5	√	√	
45.	Waiters Friend	Plastic /chrome	Pcs	1:5	√	√	
46.	Glass Mats	<ul style="list-style-type: none"> • Interlocking clear mats • Size: 6(H) x 322(W) mm 	Pcs	1:5	√	√	
47.	Shelf Bottle Bracket	70cl/1ltr bottles	Pcs	1:5	√	√	
48.	Rotary Bottle Stand	70cl/1ltr bottles	Pcs	1:5	√	√	
49.	Wine Bottle Cooler	<ul style="list-style-type: none"> • Double walled transparent acrylic • Size(mm) 230(H) x 120 (Outer) x 100 (inner) 	Pcs	1:10		√	
50.	Glass Rimmers	<ul style="list-style-type: none"> • Plastic • Size(mm) 70(H) x 200(W) x 160(D) 	Pcs	1:10		√	
51.	Bar Board	Wooden chopping board size 6"x9"	Pcs	1:10		√	
52.	Lemon knife	Forked end knife size 5"	Pcs	1:10		√	
53.	Chefing Dishes	Stainless steel with accessories	Pcs	1:5	√	√	
54.	Boston Shaker	<ul style="list-style-type: none"> • Stainless steel can and glass • Capacity can 800ml. 	Pcs	1:10		√	
55.	Winged Wine Opener	Glass 455ml.	Pcs	1:10	√	√	
56.	Liquidizer (Bar Blender)	<ul style="list-style-type: none"> • 1 Ltr stainless steel gining • 2 speed • Toggle switch control 	Pcs	1:20	√	√	
57.	Stackable plastic cutlery tray	<ul style="list-style-type: none"> • 1/1 gastronomy sized • Dish washer safe • 6 section 	Pcs	1:5	√	√	
58.	Board rack	<ul style="list-style-type: none"> • Stainless steel • Six 30mm slots • Size (mm) 270(H) x 300(W) x 295(D) 	Pcs	1:5	√	√	
59.	Memory Stick	4 – 16GB	Pcs	1:5		√	

BASIC TOOLS AND EQUIPMENT FOR FOOD PRODUCTION (FOR - 20 TRAINEES)

A - EQUIPMENT:

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
1.	Personal Computer	<ul style="list-style-type: none"> • CPU: Intel Dual Core 2.0GHz and above (Pentium IV) • Windows 7/Vista/Win XP • Office 2003/2007/2010 • HDD: 250GB-360GB(SATA) • Card Reader Drive • NIC: 10/100Mbps • VGA Port 256MB, DVI Port • Main Board: Including ATX/NLX • Cache Memory: L2 Cache 2MB(On Die) • Main Memory: DDR2 SDRAM 2GB or 4GB • DVD±RW Drive • I/O/Port <ul style="list-style-type: none"> ○ Rear: Parallel(1),PS/2(2),USB 2.0(4 or More),VGA(1),RJ45(1),Audio (Line-in,4x Line-out,SPDIF) ○ Front: USB 2.0(2), Audio(MIC, Line-out) 	Pcs	1:5	√	√	√
2.	Printer	<ul style="list-style-type: none"> • Colored • Laser jet/inkjet • USB Compatible with USB 2.0 • Power: AC 220V/50Hz • Interface: USB or IEEE 1284 parallel • Memory: 64MB (128MB Max.) 	Pcs	1:20	√	√	√

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		<ul style="list-style-type: none"> Paper (A4) Tonner LaserJet Printer/Ink Cartridge for Inkjet Printer 					
3.	UPS	<ul style="list-style-type: none"> Small size 500w 220v – 240v, 50 – 60H2 MOD:700 – 450W 3.2 	Pcs	1:5	√	√	√
4.	Photocopy Machine	<ul style="list-style-type: none"> RAM Memory Size: 128.00 MB Maximum print speed (Black and White): 30 ppm Maximum sheet capacity: 250 Width: 21.70 inches 	Pcs	1:20	√	√	√
5.	Multimedia Projector	<ul style="list-style-type: none"> 1920 x1080 (1080p) resolutions. 2,000 Lumens. 3000:1 DCR Throw Ratio (1.46 - .2:1). 	Pcs	1:20	√	√	√
6.	Refrigerator	Double doors Stainless steel With 15 racks/trays	Pcs	1:20	√	√	
7.	Deep freezers	Work top freezer Small 20.6 cubic ft Large 30.9 cubic ft	Each	1:10	√	√	
8.	Dish washing Machine	173 racks per hour dimension 44" Wx80" H	Pcs	1:20	√	√	
9.	Microwave	<ul style="list-style-type: none"> Stainless steel 1 power level Digital 	Pcs	1:20		√	
10.	Meat mincer	<ul style="list-style-type: none"> 350 W Motor 113kg/hr Max output 230V Size (mm) 430 (H) x 420 (W) x 170 (D) Weight 6kg 	Pcs	1:5	√	√	
11.	Stretcher	Metal standard frame with canvas stretch fitted	Pcs	1:20	√		
12.	Oven	<ul style="list-style-type: none"> Gas/electrical Double door, stainless steel, 4-6 rows 	Pcs	1:5	√		

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
13.	Deep fat fryer	<ul style="list-style-type: none"> • 2 x 4 Ltrs • 220 – 240 V • 2 x 3 kw, 2 x 4 Ltr tanks • Max output 15 kg/hr • Size (mm) 314 (H) x 555 (W) x 400 (D) • Weight 13 kg 	Pcs	1:20	√	√	
14.	Food slicer	<ul style="list-style-type: none"> • Anodised Aluminium Body • Adjustable cut thickness • Emergency 'mushroom' stop button • Size (mm) 475 (H) x 570 (W) x 560 (D) 	Pcs	1:20	√	√	
15.	Salamander	<ul style="list-style-type: none"> • SAA 0005 in coolly • Power 3kW -230V-1phase • Dimension 480x270x375mm • Weight 12kg. 	Pcs	1:20	√	√	
16.	Hot food warmer display top	<ul style="list-style-type: none"> • Stainless steel with inserts • Electrical/ gas 	Pcs	1:20	√	√	
17.	Food Mixers	<ul style="list-style-type: none"> • Electrical 	Pcs	1:20	√		
18.	Kombi steamer	<ul style="list-style-type: none"> • Stainless 4.5 qt. 	Pcs	1:20		√	
19.	Food processor	<ul style="list-style-type: none"> • Single motor, 2 ½ qt. • Stock pot, stainless steel, • Blade & single speed 	Pcs	1:20	√	√	
20.	Kitchen Scale	<ul style="list-style-type: none"> • Large plat form • 5g – 5kg Electronics sensitive. 	Pcs Pcs	1:20 1:20	√ √	√ √	
21.	Pasta machine	<ul style="list-style-type: none"> • Chrome plated steel • Nickel plated rollers • Size: (mm) 146 (H) x 205 (W) x 205 (D) • Weight 3kg 	Pcs	1:5		√	
22.	Juice Dispenser	<ul style="list-style-type: none"> • 5 litres • Easy flow spigot 	Pcs	1:20	√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
23.	Blender	<ul style="list-style-type: none"> Removable base with colour jar, 2 litres, stainless steel lid. Overall dimension: 164 x 48mm, Speed 0 – 20,000 rpm 	Pcs	1:20	√	√	
24.	Bread Toaster	<ul style="list-style-type: none"> 6slice toaster Output Approx. 200 slices an hour, Capacity 2,4 or 6 slices Power 3kW Dimension 460x220x220mm Weight 5kg. 	Pcs	1:20	√	√	
25.	Food Warmer	Stainless steel 8 qt, 7qt insert with lids	Pcs	1:20	√	√	
26.	Carving trolley	<ul style="list-style-type: none"> 3.8 qt chaffer and sterno holder 18" W x42"Lx 32" H 	Pcs	1:20		√	
27.	Chaffing Dishes	<ul style="list-style-type: none"> Stainless steel Stackable with inserts 	Set	1:5	√	√	
28.	Peeling machine	<ul style="list-style-type: none"> Stainless steel, electrical 11lb capacity 	Pcs	1:20	√	√	
29.	Potato chipper	<ul style="list-style-type: none"> Stainless steel Electrical or manual 	Pcs	1:20		√	
30.	Bread prover	<ul style="list-style-type: none"> Stainless steel 8 pan counter top 	Pcs	1:20		√	
31.	Griddle	<ul style="list-style-type: none"> Gas /electrical Medium size Stainless steel Glass door 23" W x 32"D x 33" H 	Pcs	1:20		√	
32.	Barbeque stove	58cm x 29 cm x 11cm	Pcs	1:20		√	
33.	Bain Marie	<ul style="list-style-type: none"> 4x ¼ gastronomy Pans and lids 	Pcs	1:20	√	√	
34.	Ice cream maker	<ul style="list-style-type: none"> Self refrigerating bowls Power 200 watts 	Pcs	1:20		√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		<ul style="list-style-type: none"> 2.4 kg, dimension 22cmx29cm39 cm 					
35.	Fire Extinguishers	<ul style="list-style-type: none"> Dry Powder/Foam Carbon dioxide Smoke detectors 	Pcs	1:10	√		
36.	First Aid Kit	<ul style="list-style-type: none"> Polypropylene box with wall fixing bracket Large size with accessories 	Pcs	1:20	√		
37.	Scrubbing machine	215", 175RPM	Pcs	1:20	√		
38.	Wet suction cleaner	Electronics float switch 240Volts	Pcs	1:20	√		
39.	Dry suction cleaner	Electrical medium size 60 litres	Pcs	1:20	√		

B: TOOLS

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
1.	<i>Cutting board</i>						
	<ul style="list-style-type: none"> Green 	PE – 500 x 380 x 13mm	Pcs	1.5	√	√	
	<ul style="list-style-type: none"> Blue 	PE – 500 X 380 X 13mm	Pcs	1.5	√	√	
	<ul style="list-style-type: none"> Red 	PE – 500 X 380 X 13mm	Pcs	1.5	√	√	
	<ul style="list-style-type: none"> Yellow 	PE – 500 X 380 X 13mm	Pcs	1.5	√	√	
	<ul style="list-style-type: none"> Brown 	PE – 500 X 380 X 13mm	Pcs	1:5	√	√	
	<ul style="list-style-type: none"> White 	PE – 600X 450 X 12mm	Pcs	1.5	√	√	
	<ul style="list-style-type: none"> Chopping block 	Wooden 600 x 600 x 100m	Pc	1:8	√	√	
2.	<i>Knives</i>						
	<ul style="list-style-type: none"> Carving Knife 	Stainless steel 200 mm	Pc	1.5	√	√	
	<ul style="list-style-type: none"> Bread knife 	Stainless steel 200mm	Pc	1.5	√	√	
	<ul style="list-style-type: none"> Pallet knife 	Stainless steel Icing spatula 300mm	Pc	1:5	√	√	
	<ul style="list-style-type: none"> Cooks knife 	Stainless steel 200 mm	Pc	1.5	√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
	• Filleting knife	Stainless steel 150 mm	Pc	1:5	√	√	
	• Steak knife	Stainless steel 110 mm	Pc	1:5	√	√	
	• Chopping knife	Two handle 210 mm	Pc	1:5	√	√	
	• Paring knife	Stainless steel Small 90mm Medium 100mm Large 115mm	Set	1:5	√	√	
	• Meat cleaver	Blade length 200mm 240mm	Pc	1:5	√	√	
3.	Storage Cabinets	Right type / size • Refrigerators 1°C to - 4°C • Meat Cabinet 2°C to - 0°C • Fish Cabinet 2°C to - 0°C • Freezer 18°C to - 20°C	Pc Pc Pc Pc	1:20 1:20 1:20 1:20	√	√	
4.	Steaming pot	Galvanized double pot with outer and inner wall and hollowness in between	Pc	1:20		√	
5.	Pans						
	• Frying pan	Steel • 300 mm size • 360 mm size • 400 mm size • 450 mm size	Set	1.5	√	√	
	• Omelet Pan	Iron (non stick) 240 mm	Set	1.5	√	√	
	• Sauté Pan	Aluminium 3ltr (250 x 70mm)	Pc	1.5	√	√	
6.	Casserole pots with lids	Aluminium 6lt (240 mm x 140mm) 8lt (250mm x 150mm)	Pc Pc	1:5 1:5	√	√	
7.	Stock Pot with lid	Aluminium 25lt (320 x 320mm)	Pc	1:5	√	√	
8.	Sauce Pan	Stainless steel 2.3 lt (180 x 90mm) 3.1 lt (200 x 100mm)	Pc	1:5	√	√	
9.	Conical Sauce Pan	Stainless steel 2.0 lt -220mm 2.8lt – 240 mm	Pc	1:5	√	√	
10.	Pizza Pan	Stainless steel	Set	1:5	√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		200 mm 250 mm 300 mm					
11.	Bowl scraper	Rubber blade 90 mm	Pc	1:5	√	√	
12.	Platter	Stainless steel or silver <ul style="list-style-type: none"> • Small • Medium • Large 	Set	1:5	√	√	
13.	Gastronome container	Tinned metal, stainless steel Small, Medium, Large	Set	1:5	√	√	
14.	Mixing bowl	<ul style="list-style-type: none"> • Round • Stainless steel • Diameter and Volume • 1.5lt - 5lt • Tapered • Diameter and height • 265 x 80mm to 445 x 150mm 	Set	1:5	√	√	
15.	Pepper Grinder	Wooden 150mm 300mm 500mm	Set	1:5	√	√	
16.	Measuring jugs	Stainless steel 500ml to 2lt Plastic 500ml to 5lt	Set	1:5	√	√	
17.	Frying baskets	Metal Round 203 x 102mm 254 x 102mm 305 x 102mm Square 250 x 200 x 130mm 400 x 300 x 150mm	Set	1:5	√	√	
18.	Potato Peeler	Stainless steel, manual (standard)	Pc	1:1	√	√	
19.	Trays						
	• Baking tray	Aluminium 529 x 420 x 38mm 650 x 530 x 40mm	Pc Pc	1:5 1:5	√	√	
	• Roasting tray	Tinned steel <ul style="list-style-type: none"> • Deep and raised sides (standard) 	Pc	1:1	√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
20.	Tins						
	• Cake tins	Tinned steel 150 x 30mm 170 x 20mm 200 x 70mm 200 x 30mm 200 x 20mm	Set	1:5	√	√	
	• Cake server	Wood handle 140mm	Pc	1:5	√	√	
	• Cake stand	Plastic 300mm	Pc	1:5	√	√	
	• Cake display tray and dome plastic	• Plastic • Round 350mm • Cover 300mm	Pc	1:5	√	√	
	• Swiss roll tin	• Metal material • Rectangular with sides about ¾ inch high	Set	1:5		√	
	• Flan tin	• Metal materials • Fluted edges	Set	1:5		√	
	• Roasting tin	• Metal material • Deep rectangular	Set	1:5	√	√	
	Strainers	• Wooden handle single mesh 260mm • Double mesh 260mm • Reinforced 260mm • Reinforced 350mm	Set	1:5	√	√	
21.	Conical strainer	• Stainless steel • 180mm • 240mm	Set	1:5	√	√	
22.	China Cap strainer	300mm	Set	1:5	√	√	
23.	Colanders	• Aluminium stainless steel • Aluminium extra heavy duty 400mm • Stainless steel • 340mm • 380mm	Set	1:5	√	√	
24.	Skimmers	Stainless steel • Spider skimmer 140mm • Spider skimmer 200mm • Round skimmer 152mm • Round skimmer 254mm	Set	1:5	√	√	
25.	Ladles	Stainless steel • 225ml	Set	1:5	√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		<ul style="list-style-type: none"> • 177ml • 118ml 					
26.	Portion server	Stainless steel with plastic handle <ul style="list-style-type: none"> • 224 ml • 112ml • 84ml 	Set	1:5	√	√	
27.	Tin opener	<ul style="list-style-type: none"> • Tinned steel or aluminum with handle grip type heavy duty 	Pc	1:5	√	√	
28.	Bone chopper	Stainless steel Rectangular blade <ul style="list-style-type: none"> • Small • Medium • Large 	Set	1:5	√	√	
29.	Garlic press	Stainless steel heavy duty	Pc	1:8	√	√	
30.	Wooden spoon	<ul style="list-style-type: none"> • Wooden • 300mm • 400mm • 500mm • 600mm • 800mm • 1000mm 	Set	1:5	√	√	
31.	Ice cream Scoop /Disher	Stainless steel <ul style="list-style-type: none"> • No. 16 – scoop • No. 20 – scoop • No. 12 – Dishes • No. 14 – Dishes 	Set	1:5	√	√	
32.	Whisk – French /Piano	<ul style="list-style-type: none"> • (8 wire) French – 450 mm • French – 550mm • (12 wire) Piano – 300mm Piano – 400mm 	Set	1:5	√	√	
33.	Griddle scraper	Stainless steel with wooden handle	Pc	1:5	√	√	
34.	Pizza shovel	<ul style="list-style-type: none"> • Wood • 1600mm • Square head 	Pc	1:5	√	√	
35.	Pizza cutter	<ul style="list-style-type: none"> • Stainless steel • 100mm 	Pc	1:5	√	√	
36.	Meat mallets	<ul style="list-style-type: none"> • Wood handle • 300mm • Aluminium 250mm 	Set	1:5	√	√	
37.	Oven Gloves	<ul style="list-style-type: none"> • Leather • 330mm 	Pc	1:5	√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		<ul style="list-style-type: none"> 400mm Red 	Pc	1:5			
38.	Skewers (kebab)	<ul style="list-style-type: none"> Stainless steel 300mm (flat) 300mm (oval) Meat spike (standard) 	Set	1:5	√	√	
39.	Mandolin slicer	<ul style="list-style-type: none"> Stainless steel with pusher (standard) 	Pc	1:5	√	√	
40.	Tomato slicer	Stainless steel 6mm	Pc	1:5	√	√	
41.	Vegetable mill	<ul style="list-style-type: none"> Stainless steel 320mm 	Pc	1:5	√	√	
42.	Anvil Potato chipper	<ul style="list-style-type: none"> Stainless steel Chipper Anvi/6x6 hole (14mm square chip) 	Pc	1:8	√	√	
43.	Egg Poacher	Aluminium 12cup – 380mm (diameter)	Pc	1:8	√	√	
44.	Bone Saw	<ul style="list-style-type: none"> Hand saw (plastic handle) 550mm 	Pc	1:5	√	√	
45.	Larding needle	<ul style="list-style-type: none"> Stainless steel A – 240MM B - Roll beef needle 300mm 	Pc	1:5	√	√	
46.	Tenderizer	<ul style="list-style-type: none"> Stainless steel Manual 1m 4 Strip cutter TM 8 	Pc	1:8	√	√	
47.	Rolling pin	<ul style="list-style-type: none"> Aluminium 380mm Wood 375mm 450mm 	Set	1:5	√	√	
48.	Moulds	<ul style="list-style-type: none"> Aluminium Caramel mould 70 x 45 mm Queen cake mould 80 x 30mm 	Set	1:5	√	√	
49.	Trussing needle	Stainless steel (standard)	Set	1:5	√	√	
50.	Pasta Fork	Stainless steel 300mm	Pc	1:5	√	√	
51.	Basting Brush	Plastic <ul style="list-style-type: none"> Hogs Hair 60mm Hogs Hair 75mm Nylon Hair 60mm Nylon Hair bristle 50mm 	Set	1:5	√	√	
52.	Scoops	<ul style="list-style-type: none"> Aluminium 	Set	1:5	√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		<ul style="list-style-type: none"> • Round <ul style="list-style-type: none"> - 250mm - 350mm - 400mm 					
53.	Egg slicer	Aluminium 10 wire	Pc	1:5	√	√	
54.	Egg wedger	Aluminium 6 segment	Pc	1:5	√	√	
55.	Board brush	Wood 300mm	Pc	1:5	√	√	
56.	Carving fork	Steel with plastic handle 325mm	Pc	1:5	√	√	
57.	Dough cutter	<ul style="list-style-type: none"> • Stainless steel <ul style="list-style-type: none"> - Serrated 55mm - Plain wheel 55mm • Wood handle 140 x 130mm • Plastic handle 120 x 110mm 	Pc	1:2	√	√	
58.	Spatula	<ul style="list-style-type: none"> • Plastic materials • Wide blunt blade 	Pc	1:5	√	√	
59.	Scraper	<ul style="list-style-type: none"> • Metal material • Triangular shape with wooden handle 	Pc	1:5	√	√	
60.	Turner /fish slice	<ul style="list-style-type: none"> • Stainless steel or plastic • Perforated squire end 	Pc	1:5	√	√	
61.	Jugs	Glass or plastic 1 litre. – 2litre volume	Pc	1:5	√	√	
62.	Bone chopper	<ul style="list-style-type: none"> • Stainless steel • Broad rectangular blade <ul style="list-style-type: none"> - Small - Medium - Large 	Set	1:5	√	√	
63.	Fish scissors	Stainless steel, serrated edge (standard)	Pc	1:2	√	√	
64.	Piping bag with assorted nozzles	Nylon or cloth materials with star or plain nozzles	Pc	1:5	√	√	
65.	Kitchen tongs	Stainless steel or plastic with two arms <ul style="list-style-type: none"> • Small • Medium • Large 	Set	1:5	√	√	
66.	Mortar and pestle	<ul style="list-style-type: none"> • Wooden material • Cup shaped bowl and grinder 	Pc	1:5	√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
67.	Dredger	Stainless steel, glass or plastic with perforated lid.	Pc	1:5	√	√	
68.	Parisienne cutter	Stainless steel (standard)	Pc	1:5	√	√	
69.	Solferino cutter	Stainless steel (standard)	Pc	1:5		√	
70.	Pizza cutter	Stainless steel (standard)	Pc	1:5		√	
71.	Biscuit cutter	Stainless steel Circular or novelty shape	Pc	1:5	√	√	
72.	Rotary whisk	Stainless steel • Two whisk heads with handle (standard)	Pc	1:5	√	√	
73.	Hard broom	• Wood, metal or plastic brush with stiff bristles • Long handle	Pc	1:5	√	√	
74.	Soft broom	• Wood metal or plastic brush with soft nylon bristles • Long handle	Pc	1:5	√	√	
75.	Hand brush	Rubber or wood with stiff nylon bristles		1:1	√		
76.	Buckets	Plastic or metal materials • Small • Medium • Large	Pc	1:5	√	√	
77.	Mop and Mop wringer	Plastic or metal bucket with a long handle and dry mop	Pc	1:5	√		
78.	Dust bins	Plastic or metal large bucket with lids	Pc	1:5	√		
79.	Plunger	Plastic or wooden handle with rubber bowl shape	Pc	1:5	√		
80.	Squeegee	Hard plastic blade with plastic or wooden handle	Pc	1:5	√		
81.	Ladder	Wooden aluminium or metal small step stools to 28 foot extension	Pc	1:15	√		
82.	Grillers	Standards				√	
83.	Bread /Loaf Tins	Standards			√	√	
84.	Pastry Brush	Standards			√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
85.	Cutting board drying slots (Triangular)	<ul style="list-style-type: none"> Stainless steel with 6 30mm slots Size: (mm) 270(H) x 300(W) x 295(D) 	Pcs	1:5	√	√	
86.	Handle peeler	<ul style="list-style-type: none"> Double sided 4" 	Pcs	1:5	√	√	
87.	Bird beak knives	Plastic handle 2 ½"	Pcs	1:5	√	√	
88.	Pepper mill (255 mm)	Crystal clear acrylic (H) 125mm	Pcs	1:5	√	√	
89.	Plain plastic dough scrapper (Flexible)	Plastic handle (115 x 76mm)	Pcs	1:5	√	√	
90.	Potato ricer	<ul style="list-style-type: none"> Aluminium hopper and removable and sieve 4²/20²mm² 	Pcs	1:5	√	√	
91.	Shelving units with height adjustable shelves	<ul style="list-style-type: none"> Stainless 200mm high 4 shelves 	Pcs	4	√	√	
92.	Plate dryer racks	<ul style="list-style-type: none"> Stainless 2ft long Free standing Adjustable shelves 200mm (H) 4 shelves 	Pcs	1:10	√	√	
93.	Sauce boats	<ul style="list-style-type: none"> Stainless steel 145ml/275ml 	Pcs	1:5	√	√	
94.	Memory Stick	4 – 16GB	Pcs	1:5		√	√

**BASIC TOOLS AND EQUIPMENT FOR FRONT OFFICE OPERATIONS
(FOR 20 TRAINEES)**

A: EQUIPMENT

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
I. GENERAL EQUIPMENT							
1.	Personal Computer	<ul style="list-style-type: none"> • CPU: Intel Dual Core 2.0GHz and above (Pentium IV) • Windows 7/Vista/Win XP • Office 2003/2007/2010 • HDD: 250GB-360GB(SATA) • Card Reader Drive • NIC: 10/100Mbps • VGA Port 256MB, DVI Port • Main Board: Including ATX/NLX • Cache Memory: L2 Cache 2MB(On Die) • Main Memory: DDR2 SDRAM 2GB or 4GB • DVD±RW Drive • I/O/Port <ul style="list-style-type: none"> ○ Rear: Parallel(1),PS/2(2),USB 2.0(4 or More),VGA(1),RJ45(1),Audio (Line-in,4x Line-out,SPDIF) ○ Front: USB 2.0(2), Audio(MIC, Line-out) 	Pcs	1:5		√	√
2.	Printer	<ul style="list-style-type: none"> • ISO Speed: Up to 20 ppm black, Up to 16 ppm color • Scan Resolution: Up to 4800 dpi • Copy Resolution: Up to 1200 x 600 dpi 	Pcs	1:5		√	√

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
3.	Photocopy Machine	<ul style="list-style-type: none"> RAM Memory Size: 128.00 MB Maximum print speed (Black and White): 30 ppm Maximum sheet capacity: 250 Width: 21.70 inches 	Pcs	1:20	√	√	√
4.	Fax Machine	<ul style="list-style-type: none"> Black-and-white laser fax machine also copies and prints Fax transmission speeds up to 3 seconds per page 600 x 600 DPI resolution for faxes, copies, and prints Auto-dial up to 132 numbers 250-Sheet paper tray and 30-sheet automatic document feeder 	Pcs	1:20		√	√
5.	TV Screen	Flat Screen 32" Samsung (with USB ports)	Pcs	1:20	√	√	
6.	Cam corder	<ul style="list-style-type: none"> 8.9 megapixel still image 30X Optical, 55X Extended Zoom 3.0 inch touch-screen Clear Photo LCD display 1920x1080 Full HD 60p Recording Up to 5 hours of recording with 16GB embedded Flash Memory 	Pcs	1:20		√	√
7.	DVD Deck	Standard with USB ports	Pcs	1:20	√	√	
8.	VCR Deck	Standard - Samsung	Pcs	1:20	√	√	
9.	Telephone	Flashing , calibrated line breaks	Pcs	1:20		√	√
10.	Vacuum cleaner	Electrical, super wet dry <ul style="list-style-type: none"> Hoover, high speed 	Pcs	1:5	√	√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
11.	Filing cabinet	Fire and impact resistant Galvanized iron 22" w x 22" L x 22" H with drawers and adjustable shells	Pcs	1:20	√	√	√
12.	Safe Deposit	<ul style="list-style-type: none"> • Hard metal • Burglar resistance • Size: 1.4 ft interior • Digital code number opening and key 	Pcs	1:20		√	√
13.	UPS	<ul style="list-style-type: none"> • Small size 500w • 220v – 240v 50 – 60H2 • MOD:700 – 450W 3.2 	Pcs	1:5		√	√
14.	Cash Register	Automatic task computation	Pcs	1:10		√	√
15.	Credit card validator	<ul style="list-style-type: none"> • Computer coded or manual • Standard (Requires HMS) 	Pcs	1:10			
16.	Credit card Imprinter	Standard – Computer coded (Requires HMS)	Pcs	1:5		√	
17.	Computer head phones	<ul style="list-style-type: none"> • With Mick • Strong plastic corded coil 	Pcs	1:5		√	√
18.	Scanner	9600 dpi resolution and a LED light source	Pcs	1:20		√	
19.	Power Point Projector	<ul style="list-style-type: none"> • 1920 x1080 (1080p) resolution, 2,000 Lumens, 3000:1 DCR • Throw Ratio (1.46 - 2.2:1), Dual HDMI Inputs with HDCP • 10W x 2 Stereo Speakers, Lamp life: 4000/6000 hrs (N/Eco) 	Pcs	1:20		√	
20.	Swivel Chair	<ul style="list-style-type: none"> • Black • Armed chair 	Pcs	1:10		√	
21.	Cash Register	<ul style="list-style-type: none"> • Printing up to 150 mm/second, All-in-one-box accessories and software 	Pcs	1:10		√	√

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		<ul style="list-style-type: none"> Integrated power supply, USB, Thermal, EDG, Includes Cable Versatile printer placement options Ease-of-use features including drop-in paper loading, auto cutter and status LEDs 					
22.	Counterfeit Machine	<ul style="list-style-type: none"> Height: 2.8' Width: 5' Depth: 5.4' Weight (Approximate): 1.10 lb Package Contents: D500 Super Dollar Authenticator , Power Cord 	Pcs	1:20		√	√
23.	Luggage Trolley	<ul style="list-style-type: none"> Birdcage trolley size 495x209 cm Material: Polished chrome 	Pcs	1:10		√	√
II. SAFETY AND CLEANING							
24.	Fire Extinguisher	<ul style="list-style-type: none"> Co2 Capacity: 2kg Dimension: 500mm.H x 177mm D Dry Powder Capacity: 2kg Dimension: 500mm. H x 175mm D Halogen: Capacity: 2 Ltr Dimension: 500mm. H x 175mm D 	Pcs	1:20	√	√	√
			Pcs	1:20	√	√	√
			Pcs	1:20	√	√	√
			Pcs	1:20	√	√	√
25.	Water sprinkler	As per local fire fighting regulations	Pcs	1:10	√		
26.	Fire Alarms	As per fire protection specifications standards	Pcs	1:10	√		
27.	Electrical stabilizer	<ul style="list-style-type: none"> Ac voltage regulator and stabilizer Input 150 – 250v 	Pcs	1:20		√	

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		<ul style="list-style-type: none"> Output 220v frequency 50Hz /60Hz 					
28.	Vacuum cleaner	<ul style="list-style-type: none"> Canister model upright Beater bar/brush with rotary motors Medium size 	Pcs	1:20	√		
29.	First Aid Kit	<ul style="list-style-type: none"> Polypropylene box with wall fixing bracket Medium size with accessories 	Pcs	1:20	√	√	

B: TOOLS

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
I. GENERAL TOOLS							
1.	Bell	<ul style="list-style-type: none"> • Hard metal • Small size 	Pcs	1:10	√		
2.	Calculator	12 digits	Pcs	1:5	√	√	
3.	Racks	<ul style="list-style-type: none"> • Room Rack Wooden pockets /shelves • Information Wooden pockets/shelves • Reservation Wooden pockets/shelves 	Pcs Pcs Pcs	1:20 1:20 1:20	√		
4.	Wake up clock	Digital automatic, alarm with multiple alarm setting	Pcs	1:10	√		
5.	Time and Date stamp	Wooden with metal	Pcs	1:5	√		
6.	Stamp pad	Ink – wet cloth fixed on a metal container	Pcs	1:5	√		
7.	Suggestion Box	Wooden, 20"W x 20"L x 20"H	Pcs	1:20	√		
8.	Stapler	Metal, 24/6 staple size	Pcs	1:10	√		
9.	Paper punch	<ul style="list-style-type: none"> • Metal • Standard 	Pcs	1:10	√		
10.	Clock	<ul style="list-style-type: none"> • Wall clock • 12" diameter 	Pcs	1:20	√		
11.	Folio Tray	Square, metal wire gauge	Pcs	1:20	√		
12.	Charts	Density black board with rooms grouped as per their type	Pcs	1:10	√		
13.	Conventional	Black board with days of the month against types of the room	Pcs	1:10			
14.	Memory Stick	1 TB or more	Pcs	1:5		√	√
15.	Smart board	Screen Size 77 diagonal. Connectivity USB and optional wireless. Bundle Offer I-Board 77 Intel Mount 1593 Bundle Offer I-Board 77 3M Short throw Projector 3276	Pcs	1:20	√	√	√

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
II. CLEANING AND MAINTENANCE							
16.	Ladder	Wooden, aluminum /or metal Small step stools to 28 ft extension	Pcs	1:20	√		
17.	Wet mop	Cotton Synthetic material with long wooden or metal handle	Pcs	1:5	√		
18.	Mop Wringer	Galvanized metal/plastic	Pcs	1:5	√		
19.	Broom	Synthetic fibers/ Natural fibers (sisal)/with wooden/metal long handle.	Pcs	1:5	√		
20.	Squeezer	Latex double lines of sponge fitted to long handle	Pcs	1:5	√		
21.	Squeegee	Hard plastic with metal or wooden handle	Pcs	1:5	√		
22.	Buckets	20 liters, plastic	Pcs	1:5	√		
III. HYGIENE AND GROOMING							
23.	Nail cutter	Metal	Pcs	1:5	√		
24.	Tooth Brush	Plastic handle with synthetic brushes points	Pcs	1:1	√		
25.	Combs	<ul style="list-style-type: none"> • Plastic or • Wooden or • Wooden with metal points 	Pcs	1:1	√		
26.	Razor blades	<ul style="list-style-type: none"> • Electric razor/ • Manual metal razor 	Pcs	1:5	√		
27.	Shoes shine Kit	With sponge or cotton shoe mitts and assorted shoe polish	Pcs	1:5	√		
28.	Scissors	<ul style="list-style-type: none"> • Stainless steel • Shaving 	Pcs	1:2	√		
IV.SAFETY							
29.	Stretcher	<ul style="list-style-type: none"> • Metal standard frame • Length 77in/195.5cm • Wt: 7 Kg • Max load – 190kg/30 	Pcs	1:20			

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
30.	Key Card Locks	Standard locks	Pcs	1:15		√	
31.	Key Cards	Standard Cards	Pcs	1:1		√	

C. OPERATING SYSTEM

S/N	<i>ITEM</i>	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
1	HMS	Hotel operating system • HMS or FEDELIO	Pcs/ kg	1:20		√	√

BASIC TOOLS AND EQUIPMENTS FOR HOUSE KEEPING AND LAUNDRY (FOR 20 TRAINEES)

A: EQUIPMENT:

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
1.	Beds	<ul style="list-style-type: none"> • Crib wooden 700m x 1300m single occupancy 98cm x 188cm • Double 135cm x 188cm queen 	Pcs	1:5	√	√	-
2.	Horse Pipe	Rubber /wise 100 meters	Pcs	1:10	√	√	-
3.	Vacuum /Aus section Machine	<ul style="list-style-type: none"> • Canister Model upright • Beater bar/brush with rotary motors medium size 	Pcs	1:5	√	√	-
4.	Scrubbing machine	Electric rotary motor and spin pads	Pcs	1:5	√	√	-
5.	Polishing machine	Electric rotary motor and spin pads	Pcs	1:5	√	√	-
6.	Buffing machine	Electric rotary motor and spin pads	Pcs	1:5	√	√	-
7.	Burnishing machine	Electric rotary motor and spin pads	Pcs	1:5	√	√	-
8.	Shampooing machine	Electric /rotary motor section only or with water sprayer	Pcs	1:5	√	√	-
9.	Stretcher	Metal standard frame with canvas stretch fitted	Pcs	1:20	√	√	-
10.	First Aid Kit	<ul style="list-style-type: none"> • Polypropylene box with wall fixing bracket • Medium size with accessories 	Pcs	1:20	√	√	-
11.	Smoke detector	Electronic	Pcs	1:10	√	√	-
12.	Wheel burrow	Metal structure on single castor with two handles	Pcs	1:5	√	√	-
13.	Closed circuit TV system	Electronic eye	Pcs	1:20	√	√	-
14.	Weighing scale	50 kg dry weight platform type, metal spring type	Pcs	1:5	√	√	-

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
15.	Weighing scale	5g – 5kgs electronic sensitive	Pcs	1:5	√	√	
16.	Key card locks	Standard locks	Pcs	1:5	√	√	
17.	Key cards	Standard keys	Pcs	1:1	√	√	
18.	TV screen	<ul style="list-style-type: none"> • 32" object size • Flat screen 	Pcs	1:20	√	√	V
19.	DVD Deck	<ul style="list-style-type: none"> • SD Card • USB ports • JPG and MP3s 	Pcs	1:20	√	√	V
20.	VCR Deck	<ul style="list-style-type: none"> • SD Card • USB ports • JPG and MP3s 	Pcs	1:20	√	√	V
21.	Marking machine	Metal, producing serial numbers	Pcs	1:10	√	√	-
22.	Washing Machine	<ul style="list-style-type: none"> • Stainless steel • 50kgs drum dry weight electric 	Pcs	1:10	√	√	-
23.	Spinning machine	50kg	Pcs	1:10	√	√	-
24.	Steam electronic pressing machine	Electric with bottom base fired and top moving on	Pcs	1:10	√	√	-
25.	Tumbling Machine	Large, stainless steel drum with electric or steam not air	Pc	1:20	√	√	-
26.	Calendar /Flat work /toner	Medium size stainless steel drum padded and covered on top with white linen rotating on heated stainless steel arc – electric	Pcs	1:20	√	√	-
27.	Filing cabinet	Galvanized iron fire and impact resistance 22"W x 22"L x 24"H with densest and adjustable skills	Pcs	1:20	√	√	-
28.	Personal Computer	<ul style="list-style-type: none"> • CPU: Intel Dual Core 2.0GHz and above (Pentium IV) • Windows 7/Vista/Win XP • Office 2003/2007/2010 • HDD: 250GB-360GB(SATA) • Card Reader Drive • NIC: 10/100Mbps 	Pcs	1:10	√	√	-

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		<ul style="list-style-type: none"> • VGA Port 256MB, DVI Port • Main Board: Including ATX/NLX • Cache Memory: L2 Cache 2MB(On Die) • Main Memory: DDR2 SDRAM 2GB or 4GB • DVD±RW Drive • I/O/Port <ul style="list-style-type: none"> ○ Rear: Parallel(1), PS/2(2), USB 2.0(4 or More),VGA (1),RJ45(1),Audio(Line-in,4x Line-out, SPDIF) ○ Front: USB 2.0(2), Audio(MIC, Line-out) 					
29.	Telephone	Flashing calibrated line breaks, hook flash	Pcs	1:20	√	√	√
30.	Printer	<ul style="list-style-type: none"> • ISO Speed: Up to 20 ppm black, Up to 16 ppm color • Scan Resolution: Up to 4800 dpi • Copy Resolution: Up to 1200 x 600 dpi 	Pcs	1:5		√	√
31.	Fax Machine	<ul style="list-style-type: none"> • Black-and-white laser fax machine also copies and prints • Fax transmission speeds up to 3 seconds per page • 600 x 600 DPI resolution for faxes, copies, and prints • Auto-dial up to 132 numbers • 250-Sheet paper tray and 30-sheet 	Pcs	1:20	√	√	-

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		automatic document feeder					
32.	Room attendants cart	Wooden with shelves and compartments (standard)	Pcs	1:5	√	√	-
33.	Fire Extinguisher	<ul style="list-style-type: none"> • Co₂ • Capacity: 2kg • Dimension: 500mm.H x 177mm D • Dry Powder • Capacity: 2kg • Dimension: 500mm. H x 175mm D • Halogen: • Capacity: 2 Ltr • Dimension: 500mm. H x 175mm D 	Pcs	1:5	√	√	-
34.	Sewing Machine	Domestic and electrically	Pcs	1:5	√	√	-
35.	Cam coder	<ul style="list-style-type: none"> • 32 GB • Full HD projector 	Pcs	1:20		√	

B: TOOLS:

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
1.	Bed sheet	Linen /Cotton /Poly cotton					
	Standard	165cm x 260 cm	Pair	1:5	√	√	-
	Double	202 ½ cm x 260cm	Pair	1:5	√	√	-
	Queen	225cm x 275 cm	Pair	1:5	√	√	-
	King	270cm x 275cm	Pair	1:5	√	√	-
2.	Towels – Terry Cloth salvaged	<ul style="list-style-type: none"> • Band - 50cm x 100cm • Hand 40cm x 100cm • Face 30cm x 30cm • pants 15cm x 15cm 	Pcs	1:5	√	√	-
3.	Pillow cases	<ul style="list-style-type: none"> • Standard 50cm x 75cm • King 50cm x 90cm 	Pcs	1:5	√	√	-
4.	Mattress	Latex innerspring solid as per size of beds	Pcs	1:5	√	√	-
5.	Blankets	Cotton, wool of linen sizes as per bed sheets synthetics	Pair	1:5	√	√	-
6.	Bed covers	<ul style="list-style-type: none"> • Made of synthetics moisture repellent sufficient to drop evenly • Mattress protector 	Pcs	1:5	√	√	-
7.	Pillows	<ul style="list-style-type: none"> • Standard 50cm x • King 50cm x 65cm 	Pcs	1:5	√	√	-
8.	Ladders	Wooden aluminum or metal small step stools to 28ft extension ladders	Pcs	1:5	√	√	-
9.	Buckets	Plastic (standard)	Pcs	1:5	√	√	-
10.	Scaffolds	Metal size able or medium size	Pcs	1:20	√	√	-
11.	Hand brushes	Stiff bristles made of synthetic or natural fibre impregnated to a short handle	Pcs	1:20	√	√	-
12.	Gloves	Rubber, clothe, leather (standard)	Pair	1:20	√	√	
13.	Carpets sweepers	Broad – round base filted with a pad of soft short bristles manual / handle	Pcs	1:5	√	√	
14.	Soft brooms	22.5cm – 30 cm bases impregnated with soft bristles long handles	Pcs	1:5	√	√	-

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
15.	Dustbins	Plastic metal standard size	Pcs	1:5	√	√	-
16.	Dustpans	Plastic	Pcs	1:5	√	√	-
17.	Scrapers	Metal	Pcs	1:5	√	√	-
18.	Cobweb Brush	With stiff brushes and long plastic handle	Pcs	1:5	√	√	-
19.	Glasses (water)	<ul style="list-style-type: none"> Standard tumbler NIL 	Pcs	1:5	√	√	-
20.	Ashtrays	Ceramic /glass wooden	Pcs	1:5	√	√	-
21.	Watering can	<ul style="list-style-type: none"> Galvanized iron Plastic Type 	Pcs	1:10	√	√	-
22.	Hoe	With long wooden handle	Pcs	1:10	√	√	-
23.	Linen chute bags	Plastic	Pcs	1:5	√	√	-
24.	Basins	Plastic	Pcs	1:5	√	√	-
25.	Spotting table	Wooden covered with cloth	Pcs	1:10	√	√	-
26.	Ironing table	Wooden	Pcs	1:5	√	√	-
27.	Basket	Plastic	Pcs	1:5	√	√	-
28.	Hangers	Plastic	Pcs	1:1	√	√	-
29.	Shoe kit NIL	With sponge / cotton shoe nuts and various shoe shine machine	Pcs	1:10	√	√	-
30.	In & Out tray	Metal /wooden standard size	Pcs	1:10	√	√	-
31.	Safe Box	Hard metal burglar resistance size 14 curt interior	Pcs	1:20	√	√	-
32.	Flower vases	Plastic clay or ceramic	Pcs	1:5	√	√	-
33.	Buckets	Plastic 20 litres standard	Pcs	1:5	√	√	-
34.	Scissors	Metal, variety of sizes	Pcs	1:5	√	√	-
35.	Flower pots	Clay or plastic 5 – 10 litres	Pcs	1:5	√	√	-
36.	Spray pots	Plastic 1 – 2 litres	Pcs	1:5	√	√	-
37.	Toilet Brush	<ul style="list-style-type: none"> Plastic handle Hard bristles 	Pcs	1:5	√	√	-
38.	Toilet brush stand	Plastic container	Pcs	1:5	√	√	-
39.	Sponge	Latex	Pcs	1:1	√	√	-
40.	Rubber squeezer	Latex double lines of sponge fitted to long handle	Pcs	1:5	√	√	-
41.	Rake	Metal with wooden handle	Pcs	1:5	√	√	-
42.	Shears (flower)	Metal with wooden or plastic handle	Pcs	1:5	√	√	-
43.	Garden Harrow	Metal /Manual	Pcs	1:5	√	√	-

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
44.	Mouth Nose masks	Plastic / fabric standard size	Pcs	1:1	√	√	-
45.	Waste paper baskets	Plastic container (standard)	Pcs	1:5	√	√	-
46.	Hangers	Plastic material	Doz	1:5	√	√	-
47.	Electrical blower	Standard	Pcs	1:5	√	√	-
48.	Electrical motor suction machine	Standard	Pcs	1:10	√	√	-
49.	Multi media projector	<ul style="list-style-type: none"> • 1920 x1080 (1080p) resolutions. • 2,000 Lumens. • 3000:1 DCR Throw Ratio (1.46 - .2:1). • Dual HDMI Inputs with HDCP 10W x 2 Stereo Speakers. • Lamp life: 4000 / 6000 hrs (N/Eco) • Keystone adjustment +/-40%. • Low Audible Noise of < 29dB • Eco Mode for energy savings. • Longer lamp life and reduced edible noise. • Laser remote control with batteries • It has 10W x 2 Stereo Speakers. 	Pcs	1:20	√	√	-
50.	Audio visual CDs for HK practical	Standard	Pcs	1:5	√	√	√
51.	Sanitary bins	Plastic, nylon covered	Pcs	1:15	√		
52.	Mopping trolleys	Mop wringers and bucket – capacity 25 Ltrs	Pcs	1:2	√		
53.	HMS	Hotel operating system HMS or FIDELIO	Pcs/ Pkg	1:20	√	√	√
54.	Luggage trolley	<ul style="list-style-type: none"> • Birdcage Trolley • Size: 495 x 709 cm • Material: Polished chrome 	Pcs	1:10		√	√

BASIC TOOLS AND EQUIPMENTS FOR TOUR GUIDE (20 TRAINEES)

A: EQUIPMENT

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
1.	Vehicle with mobile Radio set	<ul style="list-style-type: none"> • 12 Mile - 2 way Radio set • External life battery • Motorola 35 miles weatherproof FRS 2-Pack (MOT-MT 352R) 	Pcs	1:10	√		
2.	Luggage cart	Stainless steel, pneumatic wheels size 46 x 34 x 99 cm	Pcs	1:10	√		
3.	Vehicle tools and accessories	As per vehicle type /specification	Box	1:20	√		
4.	Tent and tent equipments	<ul style="list-style-type: none"> • 2.4x2.4m • Fabric: rip stop canvas • Structure spring steel frame galvanized poles and pegs. • 3xnetted window with canvas flaps 	Pcs	1:20	√		
5.	Vehicle Jack	Standard as per type of vehicle	Pcs	1:20	√		
6.	Binoculars	Magnification 7x35 Size 213x97x194mm	Pcs	1:5	√		
7.	TV Screen	32" object size Flat screen	Pcs	1:20			
8.	DVD/ VCR Deck	<ul style="list-style-type: none"> • SD Card • USB ports • JPG and MP3s 	Pcs	1:20	√	√	
	Safety						
9.	First Aid Kit	<ul style="list-style-type: none"> • Eye pads with bandages • Triangular bandages • Safety pins • Medium dressings • Large dressings • Moist wipes • Pairs of disposable gloves • First aid for children pocket guide • Pupil accident book • First aid guidance leaflet 	Pcs	1:20	√		
10.	Wilderness Survival Bag	<ul style="list-style-type: none"> • Function survival tool/camping tool 	Pcs	1:10	√		

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
		<ul style="list-style-type: none"> Compact size 3" Long x 1. ½" Wide x 1" Thick 					
11.	Fire Blanket	Asbestos made Size 1.2m x 1.2m	Pcs	1:10	√		
	Hygiene and Safety						
12.	Make-up kit	With brushes and assorted make-ups	Pcs	1:10			
13.	Shaving machine	Electric Medium size	Pcs	1:10			
14.	Shoe shine kit	With sponge / cotton shoe mats and assorted shoe polish	Pcs	1:10			

B: TOOLS

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
	General						
1.	Pair of Uniforms	<ul style="list-style-type: none"> Combat Khaki material Long sleeves 	Set	1:20	√		
2.	Stoppers	Metal /wooden	Pcs	1:10	√		
3.	Maps - wall	World	Pcs	1:10	√		
4.	Maps Globe	Standard	Pcs	1:20	√		
5.	Video Cassette	Featuring: <ul style="list-style-type: none"> David Attenborough series <ol style="list-style-type: none"> The life of birds The life of mammals Private life of plants The life of cold reptiles TANAPA/T.T.B series (variety) 	Pcs	1:10	√		
6.	Hiking Boots	Leather with hard plastic soles	Pcs	1:10	√		
7.	Hoe	Metal with wooden handle	Pcs	1:10	√		
8.	Pick axe	Metal with wooden handle	Pcs	1:20	√		
9.	Machetes	Metal with wooden handle	Pcs	1:10	√		
10.	Slashes	Metal with Wooden handle	Pcs	1:5	√		
11.	Long handed brooms	Metal /wooden handle Soft bristles	Pcs	1:5	√		
12.	Rack	Metal with wooden/steel handle	Pcs	1:10	√		

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
	Hygiene and Safety						
13.	Combs	Wooden /plastic	Pcs	1:20	√		
14.	Nail cutter	Metal	Pcs	1:20	√		
15.	Tooth Brush	Plastic handle with synthetic brushes points	Pcs	1:20	√		
16.	Combs	<ul style="list-style-type: none"> • Product name: makeup mirror comb • Material: Plastic, Glass • Mirror Size: 7.3x7.2cm/2.9"x2.8"x0.8" (LxWxT) • Biggest comb= 17x6x0.3cm /6.7"x2.4"x0.12(LXWXT) • Smallest comb =21.7x2.6cm/8.6"0.1 (LxWxT) • Wt 48gm • Package content 1 x mirror 3 x comb 	Pcs	1:1	√		
17.	Razor blades	<ul style="list-style-type: none"> • Electric razor/ • Manual metal razor 	Pcs	1:1	√		
18.	Shoes shine Kit	With sponge or cotton shoe mitts and assorted shoe polish	Pcs	1:5	√		
19.	Scissors	<ul style="list-style-type: none"> • Stainless steel • Shaving 			√		
20.	Flexible stretcher with blanket	Standard	Pcs	1:20	√		
21.	Protective cloth	<ul style="list-style-type: none"> • Warm jackets • Hiking boots • Thick socks • Walking socks • Warm gloves/leather or sweat materials 	Pcs	1:10	√		
22.	Compressible mattress	<ul style="list-style-type: none"> • Size: 2.5 x 6 ft (LxW) • Plastic materials with accessories 	Pcs	1:10	√		
23.	Stretcher	<ul style="list-style-type: none"> • Metal standard frame • Length 77in/195.5cm • Wt: 7 Kg Max 	Pcs	1:20	√		
24.	Flip chart stand	Standard	Pcs	1:20	√		

S/N	ITEM	SPECIFICATIONS	UNIT	RATIO	LI	LII	LIII
25.	Whistles	Variety	Pcs	1:10	√		
26.	Torches	Rechargeable/solar	Pcs	1:10	√		
27.	Compass	Standard	Pcs	1:4	√		
28.	Digital camera	<ul style="list-style-type: none"> • Rechargeable • Water proof 	Pcs	1:20	√		
29.	Memory Stick	1 GB OR MORE	Pcs	1:5		√	√