



Bid Notice Abstract

Request for Proposal (RFP)

Reference Number 6665971
Procuring Entity DEPARTMENT OF TOURISM
Title Consultancy Services for the Formulation of a Socio-Cultural and Local Economic Impact Assessment Manual for Tourism

Area of Delivery

| | | |
|--|------------------------------|---------------------|
| Solicitation Number: 2019-11-0323 | Status | Pending |
| Trade Agreement: Implementing Rules and Regulations | Associated Components | 4 |
| Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9) | Bid Supplements | 0 |
| Classification: Consulting Services | Document Request List | 0 |
| Category: Consulting Services | Date Published | 19/11/2019 |
| Approved Budget for the Contract: PHP 500,000.00 | Last Updated / Time | 18/11/2019 13:25 PM |
| Delivery Period: | Closing Date / Time | 25/11/2019 14:00 PM |
| Client Agency: | | |
| Contact Person: John Paulo Samonte Francisco Administrative Officer I 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 psfrancisco.logistics@yahoo.com | | |

Description

PROPOSED TERMS OF REFERENCE

Consultancy Services for the Formulation of a Socio-Cultural and Local Economic Impact Assessment Manual for Tourism

I. Background

The National Tourism Development Plan (NTDP) 2016-2022 envisions the Philippines to develop a globally competitive, environmentally sustainable and socially responsible tourism industry that promotes inclusive growth through employment generation and equitable distribution of income thereby contributing to building a foundation for a high-trust society.

The Philippines has been experiencing a rapid growth of international and domestic visitors across the various destinations in the country. In 2018 alone, Inbound arrivals numbered 7.17 Million, while domestic travelers numbered 111 Million. In order to avoid the adverse effects of tourism, it is imperative that stakeholders are able to gauge tourism impact to local communities and economies.

In view of the above, a manual detailing the steps to assess the economic and socio-cultural impacts of tourism must be formulated to serve as a guide for national and sub-national stakeholders to facilitate better management decisions and bring about a more resilient, inclusive and sustainable tourism industry. The Manual should be aligned with the thrusts of the NTDP, AmBisyon Natin 2040, and the Philippine Development Plan (PDP).

II. Legal Basis

The DOT is mandated to implement tourism programs and projects in partnership with national government agencies, local government units, and industry stakeholders under Republic Act No. 9593 (Tourism Act of 2009). Under the Tourism Act, the Department is tasked to extend technical assistance on tourism development planning for the benefit of both the public and private sector.

III. Objective

The Socio-Cultural and Local Economic Impact Assessment Manual for Tourism will be a planning tool that will allow local stakeholders to identify tourism impacts, and formulate appropriate tourism policies that will mitigate negative effects and maximize the benefits of tourism in local communities. Additionally, it shall serve as a guide in the programming of eventual interventions geared towards livelihood development and socio-economic empowerment, integrated rural accessibility, anti-poverty, and cultural preservation initiatives within the local community.

Likewise, the identification of tourism impacts will support the formulation and updating of local tourism development plans, which provide strategies for the development of resilient, inclusive and sustainable tourism destinations.

IV. Scope of Work

The Consultant shall perform the following activities in the development of Socio-Cultural and Local Economic Impact Assessment Manual for Tourism:

- a. Conduct research on the most appropriate model for tourism impact assessment, including those utilized in other countries;
- b. Identify issues, bottlenecks, and gaps in assessing tourism impacts;
- c. Formulate criteria on the selection of destinations for primary data gathering, and conduct consultation in b the said destinations;
- d. Design localized tourism impact assessment tools, and provide step by step procedures on the use of said assessment tools;
- e. Identify and provide steps on the institutionalization of tourism impact monitoring;
- f. Provide in the manual citations and references used;
- g. Layout, design, and package the Socio-Cultural and Local Economic Impact Assessment Manual;
- h. Pilot the manual in select destinations, and provide appropriate adjustments;
- i. Prepare presentation/s and mentoring module/s on the use of the manual.

V. Deliverables and Timeline

Deliverable Timeline

- A. Inception Report detailing activities and timetables (work program) of the project as well as the approach/methodology to be applied One week from receipt of Notice to Proceed (NTP)
 - B. Situational Report* detailing desktop research and findings from selected consultation areas:
 - a. Key issues, challenges, bottlenecks and gaps in tourism impact assessment
 - b. Impact assessment framework/mechanism utilized by other countries
 - c. Recommended impact assessment tools Two months from receipt of Notice to Proceed (NTP)
 - C. 1st Draft Socio-Cultural and Local Economic Impact Assessment Manual for Tourism, printed and submitted in digital format Three months from receipt of Notice to Proceed (NTP)
 - D. Pilot Testing Report* detailing pilot testing findings of manual in select destinations, and providing recommendations Four months from receipt of Notice to Proceed (NTP)
 - E. Final Draft, printed and submitted in digital format. Five months from receipt of Notice to Proceed (NTP)
- *Reports and documentation on research, consultations and pilot testing printed and in digital format

VI. Working Arrangements

- a. Engagement shall begin upon receipt of Notice to Proceed until Approval of the Final Draft (tentative November 2019 to March 2020).
- b. The DOT shall designate a project officer who will work closely with the Consultant regarding the technical and administrative requirements of the project, including monitoring of the progress of project activities.
- c. All related activities and interaction by the Consultant with Department of Tourism officials and employees must be done in coordination with the DOT project officer for documentation and monitoring purposes.
- d. The Consultant shall render deliverables on the agreed timeline.
- e. All data, materials, and reports are considered property of the agency and shall be formally turned over by the Consultant to the DOT project officer. Use of outputs from this engagement requires prior approval from the DOT.
- f. All information provided shall be treated with utmost confidentiality. In the event that confidentiality is proven breached, the Consultant is held liable and a case in the proper court of law shall be filed.
- g. Payment shall be made upon the Consultant's satisfactory completion of the milestones/key outputs.

VII. Approved Budget for the Project

The consultancy fee is Five Hundred Thousand Pesos (Php 500,000.00) inclusive of all applicable government taxes, payable in tranches based on the submitted milestone report on send-bill arrangement (Government Procedure).

- 1st Tranche Payment (30% of the total) upon receipt of Deliverable B.
- 2nd Tranche Payment (30% of the total) upon receipt of Deliverable C.
- 3rd Tranche Payment (20% of the total) upon receipt of Deliverable D.
- Last Tranche Payment (20% of the total) upon receipt of Deliverable E.

The DOT shall provide coordination requirements per request of the Consultant. All expenses relative to this project shall be borne by the DOT.

VIII. Document and Eligibility Requirements

The consultant shall be eligible based on the following qualifications:

- a. MS Degree in at least any of the following fields: Tourism, Economics, Public Administration, Urban and Regional Planning, as well as a degree in a field of direct relevance to the project.
- b. Must have at least five (5) years of extensive experience in the preparation of tourism plans, strategies, frameworks, or roadmaps; experience in developing public use-based and tourism-based products and services, or Monitoring & Evaluation.
- c. Must have been related or contributed to at least three (3) planning tools/manuals/guidebooks for national government agencies or local government units.

Interested parties may submit their Curriculum vitae (CV), and a copy of related projects.

Project Officer:
Filbert Ian A. Tan
Tourism Operations Officer II

Kindly submit your quotation by using the attached REPLY SLIP for the purchase of the above requirement, indicating our Solicitation Number & your Company Name in a SEALED ENVELOPE, addressed to Mr. John Paulo S. Francisco at DOT Bldg., 4th Floor, Procurement Section, 351 Sen. Gil Puyat Avenue, Makati City

ELIGIBILITY REQUIREMENTS:

1. Class "A" Documents:

a. Registration certificate from Securities and Exchange (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives; and

b. Mayor's/Business permit issued by the city or municipality where the principal place of business of the perspective bidders is located, or the equivalent for Exclusive Economic Zones or Areas; and

(In case of recently expired Mayor's/Business permit, submission of the expired Mayor's/Business permit together with the official receipt (renewal) shall be accepted, provided that the renewed permit shall be submitted as a post-qualification requirement in accordance with Section 34.2 of the IRR of RA9184

For individual consultants not registered under a sole proprietorship, a BIR Certification of Registration shall be submitted, in lieu of DTI registration and Mayor's/Business permit; and

c. Philgeps Registration Number

d. Latest Income/Business Tax Return (For ABCs above Php500K)

e. Professional License/Curriculum Vitae/Company Profile

f. List of completed and ongoing projects for government and private contracts.

g. List of key personnel to be assigned to the contract to be bid, with their complete qualification and experience data (company)

h. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement (see attached form)

Deadline for the submission of Quotation: on or before November 25, 2019 at 2:00 pm

Created by John Paulo Samonte Francisco

Date Created 18/11/2019

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.