

Date: 12 Jul 23
 Quotation No: 0345-07-23
 PR No. 0723.028

REQUEST FOR QUOTATION

Company Name _____
 Address _____

Please quote your lowest price on the item/s listed below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____

ASAF
 ANSON M. TASTAG
 Chairperson, Bids and Awards Committee
mrm

- NOTES: 1. ALL ENTRIES MUST BE TYPEWRITTEN OR PRINTED LEGIBLY.
 2. DELIVERY PERIOD IS WITHIN 15 CALENDAR DAYS.
 3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS/ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
 4. PRICE VALIDITY SHALL BE VALID FOR A PERIOD OF 30 CALENDAR DAYS.
 5. PHIL-GEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION.
 6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED.

Title of Procurement: _____
 Supply and Printing of 2,000 pcs WildALERT User Manual
Purpose: _____
 For official use of the WRD to be Distributed to the DENR Regional/Field personnel to serve as a guide when using the WildALERT system
Approved Budget for the Contract (ABC): _____
 P300,000.00

ITEM NO.	ITEMS/DESCRIPTIONS	QTY./ UNIT	UNIT PRICE	TOTAL PRICE
1	<p>WildALERT User Manual <i>Technical Specification:</i> A5 paper size Landscape (21cm x 14.8cm) 36pages Magazine Type Glossy/Full color (all cover and pages) Cover: C2S 140 or 160 Inside C2s 100 Saddle stitch Note: Pls see attached sample manual</p> <p>Additional Requests from Procuring Entity: <input checked="" type="checkbox"/> Please provide sample upon request of end-user <input checked="" type="checkbox"/> Please see full specifications/attached sample design for reference. <input checked="" type="checkbox"/> Other conditions to this request, please state: For more info, please contact the end-user at 8924-8031 loc. 223/224/225 Kindly address all proposals to the Chairperson, Bids and Awards Committee</p> <p>Contract shall be awarded to the bidder per: <input type="checkbox"/> Item basis <input checked="" type="checkbox"/> Lot basis</p> <p>Bidders must submit the following requirements upon submission of proposal. Non-submission of these requirements shall be grounds for disqualification from the bidding process:</p> <ol style="list-style-type: none"> DT/SEC Registration Certificate Valid and Current Mayor's Permit PHILGEPS Certificate of Registration BIR Certificate of Registration Omnibus Sworn Statement <p><small>Important Note: For goods, conform of the winning bidder must be done within seven (7) calendar days upon serving of the PO. For services conform of the winning bidder must be done within fourteen (14) calendar days upon serving of the JO. Notarization of the OSS should be complied with after the award of the contract but before payment pursuant to Item 5.3 of GPPS 09-2020</small></p>	2000 pcs	P _____	P _____

Brand : _____
 Delivery Period : _____
 Warranty : _____
 Price Validity : _____

After having carefully read and accepted your Request for Quotation, I/We quote you on the item at prices noted above.

Printed Name/Signature _____ Tel. No./Cellphone No. _____ Email Address _____ Date _____

ACKNOWLEDGEMENT

We express our gratitude to the following institutions for their support and guidance that enabled us to complete this manual:

1. DENR Regional Offices;
2. DENR-Biodiversity Management Bureau
 - Wildlife Resource Division (WRD)
 - Biodiversity Planning and Knowledge Management Division (BPKMD);
3. Asian Development Bank (ADB);
4. United States Agency on International Development (USAID) - Protect Wildlife Project; and
5. DENR-ADB/GEF Project on Combating Environmental Organized Crime in the Philippines - Consultants and Project Management Unit.

TABLE OF CONTENTS

Acknowledgement	ii
Table of Contents	iii
Abbreviations & Acronyms	v
Context & Background	viii
Objectives	ix
Features of the Platform	x
<i>Describing the System</i>	1
<i>Installing and Setting-up WildALERT</i>	8
<i>Using the System</i>	12
WildALERT Public Website	12
WildALERT Mobile App	16

ABBREVIATIONS & ACRONYMS

app	application
APK	android package kit
BMB	Biodiversity Management Bureau
CENRO	Community Environment and Natural Resources Office
CRM	customer relationship management
CSV	comma-separated values
DENR	Department of Environment and Natural Resources
ED-NCR	Enforcement Division - National Capital Region
FAQ	frequently asked questions
GPS	global positioning system
HTTPS	hypertext transfer protocol safe
ID	identification
PCSD	Palawan Council for Sustainable Development
PENRO	Provincial Environment and Natural Resources Office
PH	Philippines
RA	republic act
UC browser	universal control browser
WILDLERT	Wildlife Agency and Citizen Law Enforcement Reporting Tool

CONTEXT & BACKGROUND

The Philippines is one of the world's 17 megadiverse countries, which collectively host two-thirds of the earth's biodiversity. It harbors one of the highest concentrations of unique wildlife species in the world. Yet, it is also a biodiversity hotspot, with habitat loss and illegal wildlife trade (IWT) considered to be two of the biggest threats to species survival.

Over the last decade, the Philippines has become an important source, transit, and destination point for IWT, estimated to be worth P50 billion a year (roughly equivalent to \$1 billion), which includes the market value of wildlife and its resources, their ecological role and value, damage to habitats incurred during poaching, and loss in potential ecotourism revenues.

Wildlife Agency and Citizen Law Enforcement Reporting Tool or WILDALERT is a tool developed to help field enforcers identify wildlife species commonly poached and trafficked in the Philippines. This serves as a reporting platform for private citizens and government officials to alert the Department of Environment and Natural Resources (DENR) about activities or incidents on illegal wildlife trade in the country.

OBJECTIVES

WildALERT is an innovative solution that aims to improve the daily enforcement operations of DENR and partner agencies by providing a real-time and centralized platform for reporting of wildlife crimes.

WildALERT Platform contains a library with 575 species (485 animals and 95 plants) their photos, scientific name, and common names in English, Filipino, and local dialects. It also lists the geographic distribution, description, and conservation status of each species.

The DENR-Asian Development Bank/Global Environment Facility (ADB/GEF) Project supported the flora component in the species library, while United States Agency for International Development (USAID) Protect Wildlife Project supported the development of the system and its fauna component.

FEATURES OF THE PLATFORM

WildALERT has a public website, customer relationship management (CRM) platform, and mobile android application that you can use to report. WildALERT CRM platform helps DENR-BMB organize and manage website data and reports to improve stakeholder engagement and website services. While WildALERT mobile application can be downloaded via Google Play Store.

The website has (1) library of wildlife flora and fauna species commonly poached or trafficked in the country, (2) frequently asked questions on wildlife species and illegal wildlife trade, (3) glossary of terms commonly used to describe species or used in wildlife trade/protection/management, (4) link where you can download the mobile application, and (5) contact details of the closest DENR office that you can reach out to inquire or report.

The six (6) main functions of the application are the following:

1. **Identify species** feature helps users to narrow down species selection by filtering

animal groups, primary body cover, dominant color, approximate size, and special feature/s;

2. **Search species** feature allows users to search species using certain keywords (either English name or category under which species belong);

3. **Manage Data** feature allows users to update the flora and fauna species in the database and update the Quick Contact section;

4. **Quick contacts** feature lists all Regional Executive Director (RED) or Officers-in-Charge (OIC) name, designation contact number, and office address by region;

5. **Help Section** provides additional information on how to set-up the app, frequently asked questions, and glossary of wildlife terms; and

6. **Report feature** allows app users to submit illegal wildlife trade reports with narrative (report data), geo-tagged report, upload photos from mobile device, enable auto-date and time for the report, draft the report offline, save report to mobile application, and submit it online.

1. DESCRIBING THE SYSTEM

1.1. SYSTEM FLOW

System flow allows the user to know how decisions are made to control the events. There are the four (4) levels of the system flow for WildALERT.

First-level of WildALERT system flow is shown in Figure 1.1.

a. Report -> Web Customer Relationship Management (CRM): A report generated from the mobile will be sent to the Website CRM in real-time.

b. Identity -> Species Identification: When identifying a species, the user must go to Species Identification feature of the application and narrow down the selection based on the characteristics of the species.

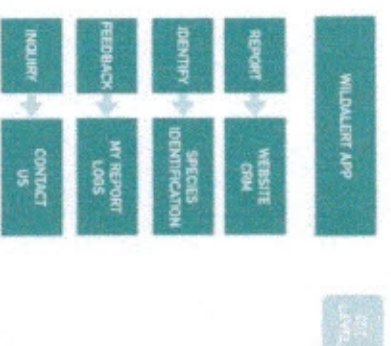


Figure 1.1. WILDALERT website system flow.

1.2. DIFFERENT ACCOUNT TYPES

Each user level is limited to certain feature/s of the application and CRM.

- Admin** can override all the user type. This Account is for the System Administrator. They can manipulate and manage the data.
- Taxonomist** can only access Species Tab which allows them to add, edit and delete species.
- National level** is the highest level on the pyramid, which are BMB or Central Office. They can view all the reports from all regions and they are allowed to create accounts below their level.
- Regional level** is the second level of the pyramid which allows them to view and comment on the reports within their region. They can also create accounts below their level.
- Provincial level** is the third level, which can

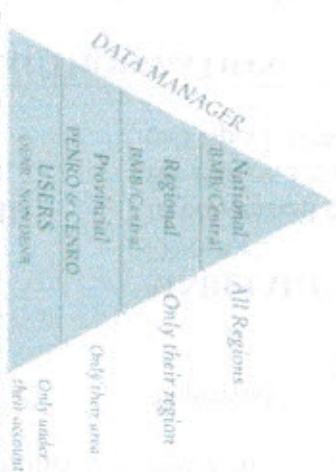


Figure 2.1. Types of Accounts of WildALERT platform.

Note:
 (Only the National level option is open to report, however from the User ADMIN, BMB, DENRO and report for no access their status. After the process, suspended.
 Add File: Denro, Aliporo, Status Account type: Real Personal Data, Region, Address, Phone Number, Email, Address

change the status and comment on the reports within their province. They can also create accounts that are below their level.

- CENRO** is part of the third level which can change the status and comment on the reports under their city. They can also create accounts below their level.
- Users** are at the bottom of the pyramid, which are usually for DENR Rangers. They can create and submit their own report, which they can edit and access. They can edit information on their report such as the species name, coordinates, type, address, and remarks. They can also add and delete photos that they have uploaded, except for the first photo that they have uploaded using the application. Regular users will not be able to edit their reports if the status was already changed by the PENRO/CENRO. (Refer to Figure 1.3)

1.3. Main Features

WildALERT mobile app's six main features are:

1. Identify species;
2. Search species;
3. Data Management;
4. Quick Contacts;
5. Help Section; and
6. Report Management.



1.3.1. Identify Species

Identify species feature helps users to narrow down species selection by filtering animal groups, primary body color, dominant color, approximate size, and special feature/s.

1.3.2. Search Species

Search Species feature allows the user to search a species using a certain keyword that may be their English name or the category where they belong. After selecting a certain species, it will allow the user to view the details related on the species.



1.3.3. Data Management

Data Management feature allows users to update the flora and fauna species in the database and update the Quick Contact section. Through this feature, the user may search and view details about any species online or offline.

1.3.4. Quick Contacts

Quick Contacts feature lists all Regional Executive Director (RED) or Officers-in-Charge (OIC) name, designation contact number, and office address by region. When the "View" button is tapped across the RED or OIC's name, the app will show PENRO and CENRO contact details.

1.3.5. Help Section

Help Section provides (1) additional information on how to set-up the app, (2) frequently asked questions, and (3) glossary of wildlife terms.

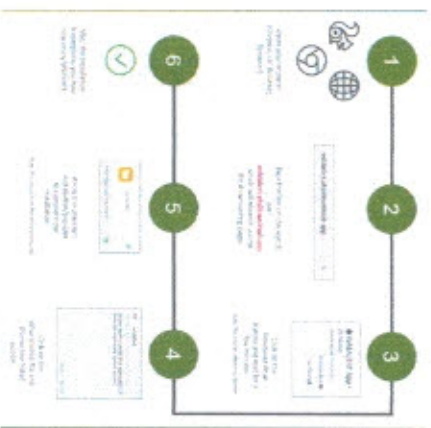
1.3.6. Report Management

Report Management feature allows users to send and save offline reports. This allows the user to compose an offline report with Global Positioning System (GPS) and send real-time report to CRM. This application contains geo-tagging feature which produces a precise global position indicating latitude and longitude.

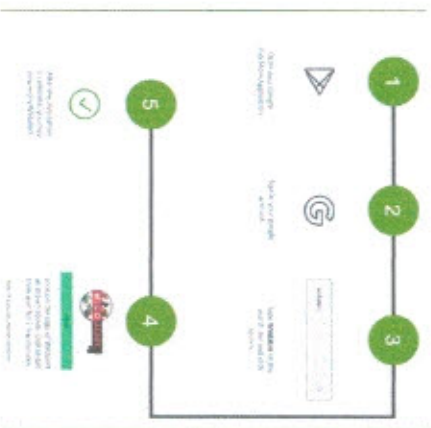
The user may save an offline report that can be uploaded later on after completing the needed information. Once completed, the uploaded report will reflect the coordinates where the report was created. Once the user sent the report, it will automatically be forwarded to PENRO and CENRO covering the location (coordinates) of the user.

2. INSTALLING & SETTING-UP WILDALERT

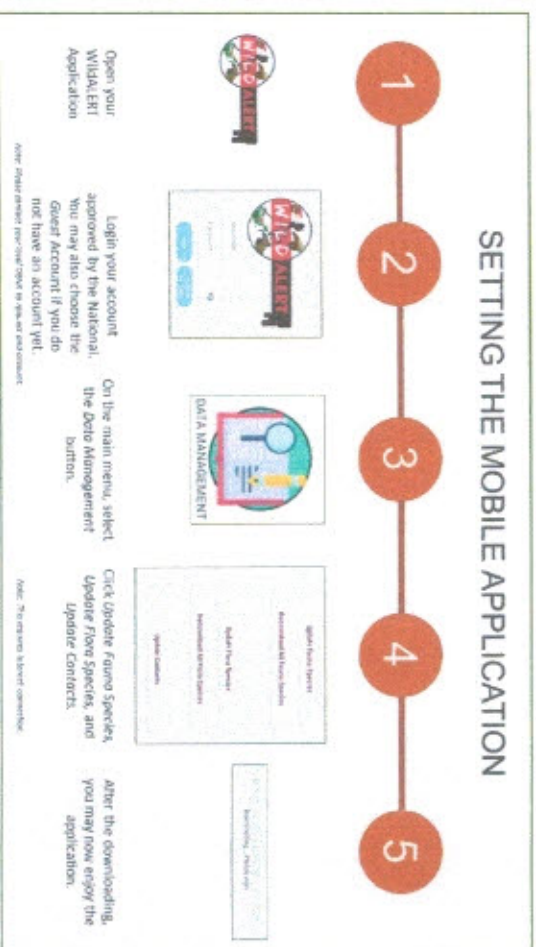
2.1. Installing for the First Time



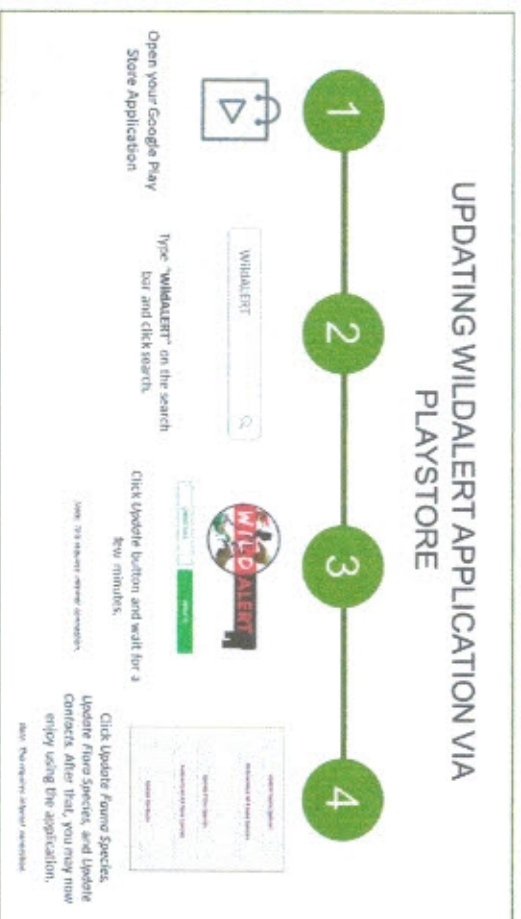
2.2. Downloading via Play Store



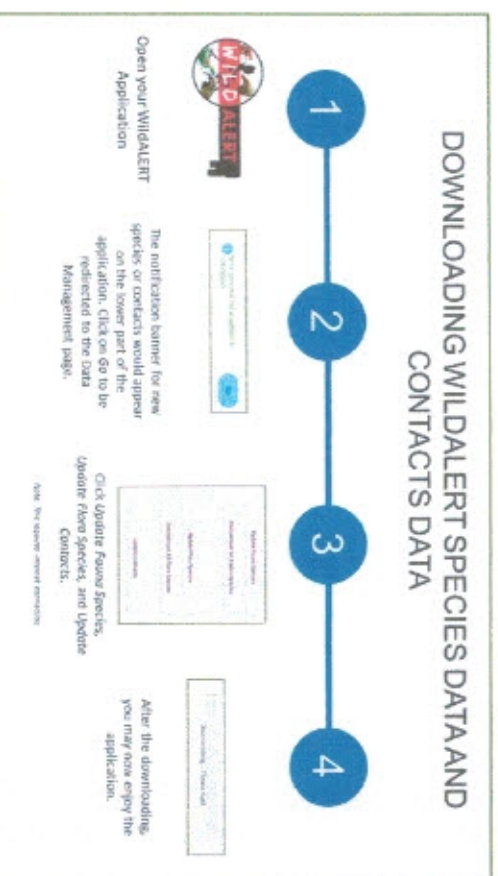
2.3. Setting-up the Mobile Application



2.4. Updating WildALERT Application via Play Store



2.5. Downloading WildALERT Species Database & Contacts Data



3. USING THE SYSTEM

3.1. Public Website

The public website of WILDALERT can be found on <https://wildalert.pl>. This website uses hypertext transfer protocol secure (HTTPS) providing a secure place in the internet. HTTPS ensures that the information transferred in the website are safe.



3.1.1. Home



1. **Fauna/Flora Dropdown:** allows users to filter which category they would like to search.
2. **Search Bar:** allows users to search their English name and common name that can help them find a specific animal.
3. **Media Panel:** shows pictures and videos uploaded by the authorized user via CRM.

3.1.2. Library



1. **Fauna/Flora Option:** allows users to filter which category they would like to view.
2. **Advance Filter:** sets options for users to narrow

3. **Fauna/Flora Dropdown:** allows users to filter down the characteristics of the species. The user may choose from Group, English Name, Kingdom, and Local Name.
4. **Search Bar:** allows users to search any keywords that can help them find a specific animal or plant.
5. **Media Panel:** shows the name, scientific name, and details of a species.
6. **See Details:** redirects users to the detailed page of the species.



- 7. Back to previous results:** allows users to view other related results.
- 8. Information Panel:** shows the detailed information about the species such as the English and scientific name, descriptions, and other related names.
- 9. Media Panel:** shows the images of the species which also shows the geographic location.

3.1.3. Frequently Asked Questions (FAQs)



FAQs menu shows further details on frequently asked questions, Glossary, and Install App.

14

3.1.4. Glossary

- 1. Back to previous results:** allows users to go back to the previous page.
- 2. Glossary:** shows alphabetical list of terms or words found in website and application with definition.



3.1.5. Install Application

- 1. Back to previous results:** allows users to go back to the previous page.
- 2. Install App:** shows the steps on how to download and install the WILDALERT application to your mobile phone.



3.1.6. Download Application

Download App: redirects users to the Google Play Store account of WILDALERT which will allow them to download the application.



3.1.7. Contact Us

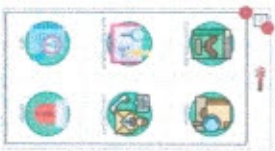
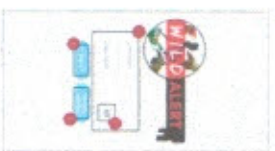
Contacts Us: allows users to narrow down the details of the contact needed. It has different options of the City/State, Regions, and Country.



15

3.2. WildALERT Mobile Application

3.2.1. Log-in Page



The WildALERT Application can be downloaded on Google Play Store or from the website.

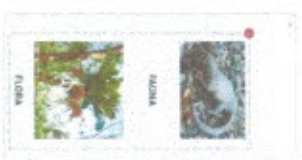
1. **Credentials:** allows users to enter account details to have access to their account.
2. **Show Password:** shows the password instead of being hidden.
3. **Log-in:** allows users to access their account.

16

4. **Continue as Guest:** allows users to access the application without logging in their account. However, Guest accounts are not allowed to file reports.
5. **Menu Button:** shows the side menu of the application.
6. **Dashboard:** shows the features of the application.



3.2.2. Identify Species



1. **Fauna/Flora Categories:** allows users to choose which species they prefer to view.
2. **Back button:** allows users to go back to home page.
3. **Advance Flora:** shows users a more advance search feature to identify species.
4. **Simple:** provides users a series of options to identify the species.

3.2.3. Fauna



1. **Animal Groups:** shows different categories of the animal groups for users to choose such as Amphibian, Bird, Invertebrate, Mammal, Reptile, and others.
2. **Proceed:** directly shows the result of the filtered categories.
3. **Next:** shows the next available filter options.
4. **Primary Body Cover:** provides different options of the previously selected animal group. It shows the different types of body cover of animals such as feather and scales.

17

- Back:** allows users to go back to the previous filter options.
- Dominant Color:** shows different colors that allows users further filter the information needed.
- Approximate Size:** shows options that allow the user to select the size of the species.



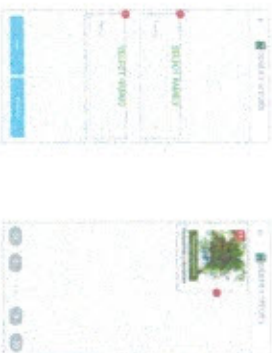
- Additional Info: Special Features:** allows users to select a feature that can increase the accuracy of the identification.
- Result Panel:** shows the list of results according to the filters chosen by users. It includes a picture and the English name of the species.

- Double Arrow Backward:** shows users the first page of the result.
- Single Arrow Backward:** shows users the previous page.
- Single Arrow Forward:** shows users the next page.
- Double Arrow Forward:** shows users the last page of the result.

3.2.4. Flora



- Ferns/Angiosperms options:** allows users to choose between Ferns and Angiosperms to view.
- Orchids, Pitcher Plants, and Other flowering plants:** provides users a set of sub-categories of Angiosperms.
- Attributes:** provides users a set of attributes of Ferns.
- Home button:** allows users to return to the main page.



- Select Family:** allows users to choose the family of the species.
- Select Genus:** allows users to choose the genus of the species.
- Result:** shows the specific result of the advance search.

3.2.5. Search Species

- Search bar:** allows users the search a species using keywords from the English name or species name. The user may also type the category where the species belong.



- Result Panel:** shows the result of the searched keyword.
- Media:** shows the photo of the selected species.
- Information Panel:** shows the details related to the selected species such as the body description and English name.
- Copy button:** allows users to copy the English name of the selected species.

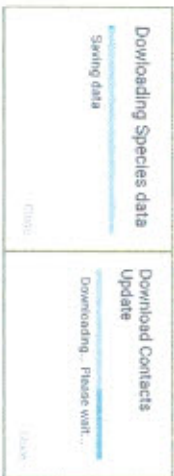
3.2.6. Data Management



- Update Fauna Species:** updates the available list of fauna species and allows it to be viewed offline.
- Redownload All Fauna Species:** allows users to redownload all the data of the Fauna species. A pop-up may also show if the administrator or the

taxonomist updates the data.

- Update Flora Species:** updates the available list of flora species and allows it to be viewed offline.
- Redownload All Flora Species:** allows users to redownload all the data of the Flora species.



- Update Contacts:** updates the contacts available and allows it to be viewed offline.

3.2.7. Report Management



- Permission:** provides users an option to allow the application to access the device's location. It will help to identify the coordinates or location of the user during reporting.
- Photos:** shows the uploaded photos of users upon reporting. It allows users to upload up to three (3) photos but requires at least one (1) to be able to upload the report.
- Camera/Gallery:** allows users the option to

choose between capturing and importing from the gallery.

- Coordinates and Dates:** after the users allow the application to access the device's location, it will automatically detect the current coordinates of the device. It also fills the date and time automatically.
- Information Panel:** allows users to input the details about the report and choose the status of the species.
- Save Report:** allows users to save the report without submitting it. Users may also save a report without internet connection.
- Submit Report:** users may submit a report after filling up all the required fields. Depending on the speed of the users' internet connection or data, the report will be uploaded to the CRM in real-time. Once the report was submitted, it will automatically be deleted from the mobile application of users for security purposes.



8. **User:** shows the name and email address of users.
9. **My Reports:** shows the saved reports made by users.
10. **Sign Out:** signs out the user account in the application.
11. **Version:** shows the current version of the application installed in the mobile phone.
12. **Report Information:** shows the current saved reports as well as the information related to it. It also shows the status of the

report.

13. **Upload/Delete:** allows users to upload and submit the report as well as delete it.
14. **See my report:** users will be redirected to the CRM which will require users to log in their credentials. It will show all the reports made by users.



3.2.8. Contacts



1. **General Contact Information:** shows the contact details of the different regions.
2. **View:** allows users to view the cities under the selected region.
3. **Phone number:** highlighted phone number will automatically redirect the users' phone dial.
4. **Information Panel:** shows the information about the cities on the selected region.



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