



Republic of the Philippines  
Department of Environment and Natural Resources  
**BIODIVERSITY MANAGEMENT BUREAU**  
Ninoy Aquino Parks and Wildlife Center, Quezon Avenue, Diliman, 1100 Quezon City  
Tel. Nos.: (632) 8924-6031 to 35 | Fax: (632) 8924-0109, (632) 8920-4417  
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**REQUEST FOR EXPRESSION OF INTEREST**  
**No. 2023-049**

**PROCUREMENT OF CONSULTANCY SERVICES AS INDIGENOUS PEOPLE (IP) POLICY AND PRACTICE SPECIALIST FOR THE DENR-UNDP/GEF PROJECT ON "INTEGRATED APPROACH IN MANAGEMENT OF BIODIVERSITY CORRIDORS IN THE PHILIPPINE"**

The Biodiversity Management Bureau (BMB) of the Department of Environment and Natural Resources (DENR) intends to engage the services of an Individual Consultant as Indigenous People (IP) Policy and Practice Specialist.

The BMB-Bids and Awards Committee calls for the submission of documents for qualified individual consultants interested to bid for the requirement below, to wit:

<u>Requirement</u>	<u>Duration</u>	<u>Budget</u>
Indigenous People (IP) Policy and Practice Specialist	Six (6) months	P750, 000.00 (Inclusive of tax)

The documents for submission are:

1. Letter of intent;
2. Curriculum Vitae which includes the following:
  - Educational Background
  - Work experience, particularly related to scope of work
3. Supporting documents and means of verification that will support qualifications reflected in the TOR (sample works, technical reports, others).
4. PhilGEPS Registration
5. BIR Certificate of Registration
6. Omnibus Sworn Statement

Incomplete/non-submission of these requirements shall be grounds for disqualification from the procurement process.

For inquiries, please contact Mr. Ariel L. Erasga at Telephone No. 8924-6031 local 248/250. Interested applicants must submit the documents on or before 5:00pm, \_\_\_\_\_ to:

The Chairperson  
Bids and Awards Committee  
Biodiversity Management Bureau  
Ninoy Aquino Parks and Wildlife Center, North Avenue, Diliman, Quezon City  
Tel. No. 8924-6031 loc. 221 Fax: 8924-6031 loc. 220  
Email address: [bacsec@bmb.gov.ph](mailto:bacsec@bmb.gov.ph)  
cc: [bdcorridorproject@gmail.com](mailto:bdcorridorproject@gmail.com)

Approved for posting:

  
**ANSON M. TANTAL**  
Chairperson, Bids and Award Committee



## TERMS OF REFERENCE

### **PROCUREMENT OF CONSULTANCY SERVICES AS INDIGENOUS PEOPLE (IP) POLICY AND PRACTICE SPECIALIST FOR THE DENR-UNDP/GEF PROJECT ON "INTEGRATED APPROACH IN MANAGEMENT OF BIODIVERSITY CORRIDORS IN THE PHILIPPINES"**

#### **I. Background**

The Department of Environment and Natural Resources (DENR), with funding from the Global Environment facility (GEF) and support from the United Nations Development Program (UNDP), is implementing the project entitled "**Integrated Approach in Management of Major Biodiversity Corridors in the Philippines**" or **BD Corridor**. The Project aims to operationalize integrated management of biodiversity corridors to generate multiple benefits including effective conservation of globally threatened species and high conservation value forests, reduce deforestation and degradation and enhance local biodiversity-friendly livelihoods. This Project has four components, namely:

- Component 1: Effective coordination and governance framework for integrated ecosystem management in the Philippines biodiversity corridors system;
- Component 2: Application of integrated network design and management of biodiversity corridors to ensure continued stability and sustainability of their biological, ecosystem services and socio-economic conservation values;
- Component 3: Community-based sustainable use and management systems in the two pilot biodiversity corridor systems in the Philippines; and
- Component 4: Knowledge management, gender mainstreaming, learning, monitoring and evaluation.

The Project will be working with 16 IP groups within ancestral domains and protected areas in the two corridors. The Project has been designed to be inclusive of IP concerns as stipulated in IPRA. IP participation is anchored on respect for IKSP, including gender perspective, in preparing IP community plans or ADSDPP parallel to local government plans such as CLUP, FLUP, and Municipal investments plans, and other LGU socio-economic developments. NCIP along with the Indigenous Peoples' Organizations (IPOs), IPMRs, and tribal youth leaders and members will be provided capacity building resources and opportunities through the Project.

During the BD Corridor project preparation, the NCIP was assessed using the UNDP Capacity Scorecard to determine the capacity and readiness in terms of project implementation. The strategic areas that were looked at are the capacities to 1) conceptualize and formulate policies, legislations, strategies and programs, 2) implement policies, legislations and programs, 3) engagement with and build consensus among stakeholders, 4) mobilize information and knowledge, and 5) monitor, evaluate, report and learn from various program innovations. The results of the evaluation needs improvement over the project implementation period.

#### **II. Objective**



The objective of this Consultancy is to ensure project implementation is in accordance with the project's Indigenous People Planning Framework (IPPF) and the IPRA Law. This is to ensure that proper consultation and free and prior informed consent processes will be followed all throughout the project implementation. The Consultant will also assist NCIP in improving the level of capacity based on the UNDP Scorecard.

### **III. Scope of Work**

The scope of work of this Terms of Reference is beyond the optimum in-house capability of the procuring entity and is consistent with the Government's policy not to compete with the private sector as integrated in Item 2 of Annex "B" of the 2016 Implementing Rules and Regulation of RA 9184.

Specifically, the scope of services is as follows:

1. Review BD Corridor Project Document and relevant Annexes, policies, programs, plans and related frameworks including institutional setup in engaging indigenous peoples/communities at the national and corridor level;
2. Develop training modules for NCIP that will improve implementation of its mandates, and incorporation of IEM framework and BD conservation, with an acceptable and agreed increase in the capacity scorecard;
3. Facilitate capacity building efforts to NCIP in strengthening the voice of IP communities in the corridor level consensus building, planning and decision-making process through,
  - a) documentation and communication of IKSP based- NRM good practices for appreciation by IP communities themselves, IP youth and other stakeholders;
  - b) facilitating effective preparation of ancestral domain plans to highlight the BD conservation using traditional practices and livelihoods support needed to improve socio-economic conditions of ICC;
  - c) promote and strengthening the natural resources management ( NRM) governance systems of IP organizations and
  - d) supporting IP federations /networks to have more effective voice in the corridor
4. Organize and facilitate a stakeholder dialogue in conducting orientation on the revised operations manual for the preparation of ADSDPP at the NCIP field offices and IP communities;
5. Facilitate and provide training to NCIP and IP communities to document the agriculture and NRM aspects of IKSP and development of communication products;
6. to support public awareness/education on the status and concerns of IPs;
7. Pilot test an institutional mechanism/arrangement with NCIP and P/C/MLGUs in incorporating IP concerns thru integration of ADSDPP into CLUP, LGU agriculture and ENR plans and other local management plans;
8. Provide technical assistance and trainings to NCIP Regional and local offices to be responsive to the needs of Ancestral Domains that function as other effective conservation mechanism (OECM);
9. Act as Resource person during presentation of outputs/deliverables to NPB and TWG, and other events, as necessary;

10. Coordinate with other project consultants and other offices, as maybe necessary, in the review and finalization of outputs and deliverables, and
11. Perform other related tasks as may assigned by the National Project Director and National Project Manager.

#### **IV. Outputs and Deliverables**

1. Inception Report
2. Technical reports on the review of documents with recommendations on how to improve engagements with IP communities;
3. Training modules on how to improve the NCIP Capacity Scorecard and other technical support needed;
4. Training report on the conduct of various capacity building activities including the orientation on the revised operations manual for ADSDPP preparation and improving the NCIP Scorecard;
5. Compilation of documented relevant existing IP-based good practices to serve as examples in the preparation of guidelines on the documentation of traditional practices for agriculture and NRM;
6. Communication products for public information on IP good practices, issues and concerns within the 2 corridors;
7. Documentation on the institutional arrangement between IP and LGUs in interfacing ADSDPP and other IP Plans into CLUP, FLUP and other local plans;
8. Capacity building plan for various levels of LGUs, NCIP and other local offices for addressing issues and concerns related to ENR and agricultural plans and recognition of OECMs, and
9. Submission of final report summarizing and consolidating all previously submitted reports.

#### **V. Qualifications and Requirements**

1. Bachelor's degree in anthropology or social science.
2. At least 3 years' experience in working or managing assistance programs for indigenous people.
3. Experience working with key lead implementing agencies including NCIP, DENR, DA and other enterprise agencies
4. Experience in actual documentation of IKSP
5. Experience in developing Training modules, capacity building plans or other communication products

#### **VI. Timetable**

The Consultant is expected to deliver the outputs within six (6) months after acceptance of Notice to Proceed (NTP)

#### **VII. Contract Price and Schedule of Payment**



The approved budget for this Consultancy services is equivalent to **PhP 750,000.00** which shall be paid in tranches based on the following:

<b>PAYMENT TRANCHE</b>	<b>PERCENTAGE</b>	<b>BUDGET BREAKDOWN (PhP)</b>	<b>SCHEDULE</b>
1. First Tranche	15%	112,500.00	After signing of contract and submission and acceptance of Inception Report
2. Second Tranche	30%	225,000.00	<p>Upon submission and acceptance of :</p> <ul style="list-style-type: none"> <li>• Technical reports on the review of documents with recommendations on how to improve engagements with IP communities</li> <li>• Training modules on how to improve the NCIP Capacity Scorecard and other technical support needed</li> <li>• Training report on the conduct of various capacity building activities including the conduct of orientation for the revised operations manual for ADSDPP preparation.</li> </ul>
3. Third Tranche	30%	225,000.00	<p>Upon submission and acceptance of:</p> <ul style="list-style-type: none"> <li>• Compilation of documented relevant existing IP-based good practices to serve as examples in the preparation of guidelines on the documentation of traditional practices for agriculture and NRM.</li> </ul>

			<ul style="list-style-type: none"> <li>• Documentation on the institutional arrangement between IP and LGUs in interfacing ADSDPP and other IP Plans into CLUP, FLUP and other local plans</li> </ul>
4. Final Payment	25%	187,500.00	<p>Upon submission and acceptance of:</p> <ul style="list-style-type: none"> <li>• Communication products for public information on IP good practices, issues and concerns within the 2 corridors</li> <li>• Capacity building plan for various levels of LGUs, NCIP and other local offices for addressing issues and concerns related to ENR and agricultural plans and recognition of OECSMs and improving the NCIP Scorecard.</li> <li>• Submission of final report summarizing and consolidating all previously submitted reports.</li> </ul>

### **VIII. Management and Reporting Arrangements**

The Consultant shall be contracted by the DENR- Biodiversity Management Bureau and shall be under the direct supervision of the BD Corridor National Project Manager, in close coordination with the BMB-Biodiversity Policy and Knowledge Management Division.

### **IX. Documentary Requirements**

Interested applicants should submit the following:


1. Letter of Intent;

2. Curriculum Vitae which includes the following:
  - Educational background
  - Work experience, particularly related to scope of work
3. Supporting documents and means of verifications that will support qualifications reflected in the TOR (sample works, technical reports, others).
4. PhilGEPS Registration
5. BIR Registration
6. Omnibus Sworn Statement

Please send application not later than \_\_\_\_\_ to:

**THE CHAIRPERSON**  
Bids and Awards Committee  
Biodiversity Management Bureau  
Ninoy Aquino Parks and Wildlife Center  
Quezon Ave. Diliman, Quezon City  
(02) 8-924-6031 loc. 221  
Email: bacsec@bmb.gov.ph  
cc: bdcorridorproject@gmail.com

Approved by:

  
**MARCIAL C. AMARO, Jr.**  
Assistant Secretary for International Affairs  
and in concurrent capacity BMB Director,