



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. 2025-010**

**PROCUREMENT OF THE SERVICES OF AN INDIVIDUAL CONSULTANT ON SOCIAL SAFEGUARDS AND ENVIRONMENTAL SAFEGUARDS FOR THE DENR-UNDP/GEF PROJECT ON "INTEGRATED APPROACH OF MAJOR BIODIVERSITY CORRIDORS IN THE PHILIPPINES"**

The Biodiversity Management Bureau (BMB) of the Department of Environment and Natural Resources (DENR) intends to engage the services of an individual consultant on Social Safeguards and Environmental Safeguards for the DENR-UNDP/GEF Project on "Integrated Approach of Major Biodiversity Corridors in the Philippines"

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

<u>Requirement</u>	<u>Duration</u>	<u>Budget</u>
Individual Consultant	Six (6) months	P300,000.00 (Inclusive of tax)

The documents for submission are:

1. Letter of Intent;
2. Curriculum Vitae which includes the following:
  - Educational background
  - Relevant Work Experiences
3. At least two (2) sample documentation works in electronic copy
4. Fully accomplished Personal Data Sheet (PDS) with a recent passport-size picture (CS-Form No. 212, revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph)
5. Clear copy of Diploma/Transcript of Records (TOR)
6. PhilGEPS Certificate of Registration;
7. BIR Certificate of Registration; and
8. Signed Omnibus Sworn Statement.

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

For inquiries, please contact Ms. Rowena F. Bolinas at Telephone No. 89246031 local 210-212 and 8925-8948/. Interested applicants must submit the documents on or before 5:00pm to:

APR 11 2025

**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, 9246031 local 226 and 8925-8948/0953-760-1979  
Email address: [bacsec@bmb.gov.ph](mailto:bacsec@bmb.gov.ph) cc: : [bdcorridorproject@gmail.com](mailto:bdcorridorproject@gmail.com)

Approved for posting:

  
ANSON M. TAGTAG

Chairperson, Bids and Awards Committee



UNITED NATIONS DECADE ON  
**ECOSYSTEM  
RESTORATION**  
2021-2030

## **TERMS OF REFERENCE**

### **PROCUREMENT OF THE SERVICES OF AN INDIVIDUAL CONSULTANT ON SOCIAL AND ENVIRONMENTAL SAFEGUARDS FOR THE DENR-UNDP/GEF PROJECT ON INTEGRATED APPROACH IN MANAGEMENT OF MAJOR BIODIVERSITY CORRIDORS IN THE PHILIPPINES OR BD CORRIDOR**

#### **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.

Safeguard policies are essential tools to prevent and mitigate undue harm to people and their environment in the development process. When identifying and designing a project, safeguards should help assess the possible environmental and social risks and the impacts (positive or negative) associated with a development intervention.

Safeguards policies also ensure the greater participation of local communities (particularly IP, rural women, farmers' groups, NGOs/CSOs/POs, private sector, etc. ) at the policy, program, monitoring and evaluation, and knowledge management levels, including recognition of human rights, gender equality, and indigenous people's perspectives so that intended results are achieved at the end of the project implementation period and beyond.

#### **II. Objective**

The objective of procuring the services of an individual consultant on Social and Environmental Safeguards is to ensure the strict compliance of the BD Corridor Project with the Philippine government's social and environmental standard (SES)-related policies and the UNDP Social and Environmental Standards (SES).

#### **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.

The SES will:

- a) Ensure that the Project complies with UNDP Social and Environmental Safeguards (SES)

- b) Ensure that safeguard requirements are relayed to concerned partners and stakeholders to mainstream in the implementation activities of the different Project components;
- c) Provide overall guidance and facilitation in developing/implementing the project safeguard-related plans and Indigenous Peoples Framework;
- d) Ensure that planned and ongoing BD Corridor Project activities at the national and local levels are aligned with the updated safeguards-related management plans, including the SESP matrix, the Environmental Social Management Framework (ESMF), Gender Analysis and Gender Action Plan, Indigenous Peoples Planning Framework and Grievance Redress Mechanism, among others;
- e) Recommend risk mitigating processes that follow Strategic Environmental and Social Assessment (SESA) principles;
- f) Review and provide recommendations on project products/deliverables and services to be consistent with the BD Corridor Project's UNDP SES procedure;
- g) Coordinate the mainstreaming of social issues in project design and implementation in accordance with agreed safeguard instruments (Environmental and Social Management Framework (ESMF), Environmental and Social Management Plan (ESMP)

Specifically, this include the following tasks:

- Consult with concerned agencies/local stakeholders and update the SESP matrix and develop the necessary safeguards management plans, including the Process Framework, Environmental and Social Management Framework (ESMF) and/or Indigenous Peoples Planning Framework (IPPF), whichever is applicable given the updated SESP matrix;
- Review, monitor and update the Project risk log, including identification and implementation of risk mitigation measures;
- Review and ensure that the Grievance Redress Mechanism (GRM) is effectively established, rolled-out to all concerned stakeholders and implemented to ensure documentation and resolution of all grievances arising from project implementation;
- Review, provide recommendations and write reports related to SES compliance of project activities and outputs;
- Preparation of reports on private sector due diligence risk mitigation strategies at the national and corridor levels in coordination with EMBC PMU and Region XI and CARAGA Mines and Geo-Sciences Bureau (MGB); and,
- Prepare quarterly Safeguards Monitoring Report (SMR) for inclusion in the BD Corridor Accomplishment reports

e) Perform other related tasks to safeguards monitoring and compliance with the Social and Environmental Screening Procedure (SESP) for the project.

#### **IV. Deliverables**

1. Inception Report
2. Updated SESP matrix
3. ESMF, IPPF and or Process Framework given the results of the updated SESP matrix
4. Report on roll-out and implementation of GRM
5. Quarterly Project Risk Log
  - Quarterly report on private sector due diligence risk mitigation report
  - Quarterly Safeguards Monitoring Report
6. Consolidated Final Report including previously submitted reports, with Executive Summary.

#### **V. Minimum Qualification Requirements**

1. Bachelor's degree in social science, agriculture, forestry, natural resources management, community development and other related courses;

2. With at least 3 years relevant experience in environmental and social safeguards management;
3. At least 2 years responsibility on developing and implementing plans aligned to UNDP SES, SESP, and related measures;
4. At least 2 years of experience working with IP, upland communities, farmers groups, private sector and with key lead implementing agencies including DENR, DA, NCIP, NGO/CSO related to social and environmental safeguards;
5. Has the ability to work effectively with government representatives, development partners, and indigenous peoples and/or local communities;
6. Good knowledge on environmental and social safeguards that can be relevant to the BD Corridor Project;
7. Must have demonstrated experience in documentation of consultations, meetings, etc. and report writing.

## VI. Timetable

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

## VII. Contract Price and Schedule of Payment

The approved budget for the Consultancy services is equivalent to **PhP 300,000.00** (inclusive of tax) which shall be paid in tranches based on the following:

PAYMENT TRANCHE	PERCENTAGE	BUDGET BREAKDOWN (Php)	DUE DATE	SCHEDULE
1. First Tranche	15%	45,000.00	30 days after issuance of Notice to Proceed	After signing of contract and submission and acceptance of Inception Report
2. Second Tranche	30%	90,000.00	60 days after acceptance of the Inception Report	Upon acceptance and approval of: Updated SESP matrix  ESMF, IPPF and/or Process Framework given the results of the updated SESP matrix
3. Third Tranche	30%	90,000.00	60 days after acceptance of the Updated SESP Matrix and ESMF, IPPF and/or Process Framework	Upon acceptance and approval of:  Report on roll-out and implementation of GRM  Quarterly Project Risk Log  Quarterly report on private sector due diligence risk mitigation report  Quarterly Safeguards Monitoring Report
4. Final Payment	25 %	75,000.00	30 days after acceptance of	Upon acceptance and approval of: Final Report

				including previously submitted reports, with Executive Summary.
<b>TOTAL</b>	<b>100 %</b>			<b>P300,000.00</b>

### VIII. Management and Reporting Arrangements

The individual consultant shall be contracted by the BD Corridor Project through 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.

Interested applicants should submit the following to the undersigned on or before:

\_\_\_\_\_.


1. Letter of Intent
2. Curriculum Vitae which includes the following:
  - a. Educational background
  - b. Relevant work experiences
3. At least two (2) sample documentation works in electronic copy
4. Fully accomplished Personal Data Sheet (PDS) with a recent passport-size picture (CS-Form No. 212, revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph)
5. Clear copy of Diploma/ Transcript of Records (TOR)
6. PhilGEPS Certification of Registration
7. BIR Registration for individual
8. Omnibus Sworn Statement
  - a. Notarized OSS should be complied with after the award of the contract but before payment pursuant to item 6.3 of GPPB 09-2020

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

Please send application not later than five (5) days upon approval of this requirement:

**THE CHAIRPERSON**  
 Bids and Awards Committee  
 Biodiversity Management Bureau  
 Ninoy Aquino Parks and Wildlife  
 Quezon Avenue, Diliman, Quezon City  
 Email: [bacsec@bmb.gov.ph](mailto:bacsec@bmb.gov.ph)  
 Cc: [bdcorridorproject@gmail.com](mailto:bdcorridorproject@gmail.com)

Approved by:

  
**MARCIAL C. AMARO, JR.**  
 Assistant Secretary for Biodiversity  
 and concurrent Director, BMB