



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
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Website: <https://bmb.gov.ph> | Email Address: bmb@bmb.gov.ph



REQUEST FOR EXPRESSION OF INTEREST
No. 2025-011

**PROCUREMENT OF SUBJECT MATTER EXPERT FOR SYLLABUS TOPIC ON BIODIVERSITY 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 Subject Matter Expert for Syllabus Topic on Biodiversity 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	Eight (8) months	P120,000.00 (Inclusive of tax)

The documents for submission are:

1. Letter of Intent;
2. Curriculum Vitae which includes the following:
 - Educational background
 - Relevant Work Experience, particularly related to the scope of work
 - Qualification and experiences relevant to the position requirements
3. Sample of relevant completed works (e.g. sample works, technical reports) in electronic copies;
4. PhilGEPS Certificate of Registration;
5. BIR Certificate of Registration;
6. Income Tax Return; and
7. 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

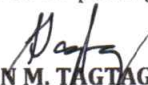
The Chairperson

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 cc: : 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 SUBJECT MATTER EXPERT FOR SYLLABUS TOPIC ON BIODIVERSITY FOR THE DENR–UNDP/GEF PROJECT ON INTEGRATED APPROACH IN MANAGEMENT OF MAJOR BIODIVERSITY CORRIDORS IN THE PHILIPPINES OR BD CORRIDOR PROJECT

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 (4) 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 sustainability and dissemination of innovations within protected areas (PAs), Ancestral Domains, local government units (LGUs), and other implementing entities hinge significantly on the capacity of LGUs and regional offices of National Government Agencies (R/NGAs) to incorporate project learnings and strategies in their core plans and programs. Consequently, capacity–building programs are essential for LGUs and other stakeholders, ensuring their awareness of recent developments and policies in environmental protection and biodiversity conservation for seamless integration into the Comprehensive Land Use Plan (CLUP).

The Department of Human Settlements and Urban Development (DHSUD), through the Environmental, Land Use and Urban Planning and Development Bureau (ELUPDB) has requested assistance from the Project to update selected Syllabus Topics. These topics include:

- A. Integrated Ecosystem Management (IEM);
- B. Integrating Forest Land Use into the CLUP;
- C. Biodiversity;
- D. Ancestral Domain and Indigenous People;
- E. Green Growth;
- F. Sustainable Land Management (SLM); and
- G. Gender Sensitivity and Responsiveness.

These modules have been used in training sessions for the preparation of CLUPs and Zoning Ordinances (ZOs) of LGUs. However, since its roll–out in 2015, these syllabus topics have

not undergone updates. Therefore, it is imperative to include new developments and policies to enhance their relevance and effectiveness.

II. Objective

The objective of hiring a Subject Matter Expert is to comprehensively review and enhance the existing Syllabus Topic on **Biodiversity**, initially developed by the Housing and Land Use Regulatory Board (HLURB), now DHSUD, in 2015. The enhanced module shall be utilized in the capacity development of partners and stakeholders at the national, local, and corridor levels, aiming to provide up-to-date knowledge and strategies for effective environmental planning and management.

III. Scope of Work

The scope of services shall include the following:

1. Conducting desk research on current developments and practices in **Biodiversity**;
2. Reviewing the existing Syllabus Topic on **Biodiversity** developed by DHSUD;
3. Updating and enhancing the Syllabus Topic using DHSUD's format and incorporating the biodiversity corridor approach, as appropriate;
4. Presenting the updated Syllabus Topic for peer review and revising it based on inputs, recommendations, and post-training evaluations;
5. Developing training materials, including but not limited to presentations, videos, and workshop templates;
6. Serving as Resource Person and Facilitator on the Syllabus Topic during the actual training;
7. Preparing a comprehensive training report on the Syllabus Topic, inclusive of feedback from the participants; and
8. Performing other related tasks as may be assigned by the BD Corridor National Project Director and the National Project Manager.

IV. Qualifications and Requirements

1. Master's Degree or Bachelor's Degree in environment and natural resource management, environmental science, biodiversity conservation, socio-economic development, political science, or other related fields;
2. At least three (3) years of experience in conducting capacity building related to the assigned topic;
3. At least three (3) years of experience collaborating with LGUs, Indigenous Peoples (IP) groups, and other agency and institutions such as NCIP, DENR, DA, DTI, and CSO/NGO;
4. Submission of at least 2 sample works directly aligned with the scope of work outlined in the TOR.

V. Expected Deliverables

1. 1st Draft of Syllabus Topic
2. 2nd Draft of Syllabus Topic
3. Delivery of Syllabus Topic during Training
4. 3rd and final Draft of Syllabus Topic

VI. Timetable

The Subject Matter Expert shall work with BD Corridor National Project Management Unit (NPMU), Biodiversity Management Bureau Biodiversity Policy and Knowledge Management Division (BMB-BPKMD), and DHSUD ELUPDB for eight (8) months.

DELIVERABLE	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
1st Draft of Syllabus								
2 nd Draft of Syllabus								
Delivery of Syllabus during consultations								
3rd and Final Draft of Syllabus								

V. Contract Price and Schedule of Payment

The approved contract budget is **PhP 120,000.00**

Payment Tranche	Percentage	Budget Breakdown (Php)	Due Date	Schedules
1st Draft of Syllabus	15 %	18,000.00	30 days after issuance of Notice to Proceed	After signing of contract and submission and acceptance of 1st Draft of Syllabus
2 nd Draft of Syllabus	30 %	36,000.00	60 days after acceptance of the 1st draft of syllabus	After submission and acceptance of 2nd Draft of the Syllabus
Delivery of Syllabus during consultations	30 %	36,000.00	60 days after acceptance of the 2nd draft of syllabus	After delivery of the Syllabus during consultations, and training report
3rd and Final Draft of Syllabus	25%	30,000.00	90 days after delivery of the Syllabus during consultations, and training report	Upon submission and acceptance of 3rd and Final Draft of Syllabus
TOTAL	100%	120,000.00		

VI. Management and Reporting Arrangements

The Subject Matter Expert shall be contracted by the BD Corridor Project through the DENR– BMB and shall be under the direct supervision of the BD Corridor National Project Manager, in close coordination with the BMB–BPKMD.

VII. Documentary Requirements

Interested applicants should submit the following:

1. Letter of Intent;
2. Curriculum Vitae which should include:
 - Educational background
 - Work experience, particularly related to the scope of work
 - Qualifications and experiences relevant to the position requirements
3. Samples of relevant completed works (e.g. sample works, technical reports) in electronic copies.
4. PhilGEPS Registration
5. BIR Certificate of Registration
6. Income Tax Return
7. Omnibus Sworn Statement (*notarization of the OSS should be complied with after the award of the contract but before payment pursuant to Item 6.3 of GPPB 09-2020*)

Please submit your application no 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 Biodiversity
and concurrent Director, BMB