



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



REQUEST FOR EXPRESSION OF INTEREST
No. 2025-028

PROCUREMENT FOR THE SERVICE OF AN INDIVIDUAL KNOWLEDGE, ATTITUDE, AND PRACTICES (KAP) SURVEY DATA ANALYST

The Biodiversity Management Bureau (BMB) of the Department of Environment and Natural Resources (DENR) intends to engage the services of an individual Knowledge, Attitude, and Practices (KAP) Survey Data Analyst.

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>
KAP Survey Data Analyst	Three (3) months	P165,000.00 (Inclusive of tax)

The documents for submission are:

1. Letter of Intent;
2. Comprehensive Curriculum Vitae with at least two (2) sample works with tools used;
3. Name and contacts details of three (3) reference;
4. List of related ongoing/previous works/projects;
5. PhilGEPS Certificate of Registration;
6. BIR Certificate of Registration;
7. Signed Omnibus Sworn Statement.

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

For inquiries, please contact Mr. Grick Cordero at Telephone No. 89246031 local 228-249 and 8925-8948/. Interested applicants must submit the documents on or before 5:00pm, _____ to:

AUG 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. TAUTAG

Chairperson, Bids and Awards Committee



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

TERMS OF REFERENCE

PROCUREMENT FOR THE SERVICE OF AN INDIVIDUAL KNOWLEDGE, ATTITUDE, AND PRACTICES (KAP) SURVEY DATA ANALYST

The Biodiversity Management Bureau (BMB), through its Coastal and Marine Division, seeks to procure the service of a Knowledge, Attitude, and Practices (KAP) Survey Data Analyst.

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|------|------------------------------|---|--------------------------------|
| I. | Position Description | : | KAP Survey Data Analyst |
| II. | Duration | : | Three (3) months |
| III. | Approved Budget of Contract: | | PhP 165,000 (inclusive of tax) |

Background

The Biodiversity Management Bureau (BMB), through its Coastal and Marine Division (CMD), is implementing the Coastal and Marine Ecosystems Management Program (CMEMP), which aims to comprehensively manage, address, and effectively reduce the drivers and threats of degradation in coastal and marine ecosystems. As part of the program's monitoring and evaluation, and Behavior Change efforts, a nationwide Midterm Knowledge, Attitude, and Practices (KAP) Survey was conducted to assess the level of awareness and behavioral changes among stakeholders concerning biodiversity conservation and marine ecosystem protection.

To ensure that data collected from the survey is analyzed comprehensively and meaningfully, BMB seeks to procure the services of an experienced KAP Survey Data Analyst. The selected consultant will provide a thorough analysis of the survey results, correlating them with baseline data to evaluate the effectiveness of CMEMP interventions and recommend improvements.

Qualification

The candidate must have a degree in Anthropology, Sociology, Statistics, or any related field, with a minimum of three (3) years of professional experience in statistical analysis, Knowledge, Attitude, and Practices (KAP) surveys, data analysis, and conduct of social surveys. Preferably, this experience should be in the context of environmental and natural resource management. Additionally, the candidate must demonstrate proficiency in the following areas:

- Proficiency in statistical analysis methods, including both descriptive and inferential statistics, including experience with statistical software such as SPSS, R, or SAS;
- Strong analytical skills to interpret survey data accurately and derive meaningful insights;
- Understanding of the principles and methodologies underlying KAP surveys, including sampling strategies, and interpretation of results;
- Ability to communicate findings effectively through written reports, presentations, and data visualization tools. This includes the capacity to convey complex statistical concepts clearly and understandably to diverse audiences;

- Understanding of ethical guidelines and regulations governing survey research, data privacy, and confidentiality, particularly when working with sensitive or personal information; and
- Excellent ability to consolidate and synthesize substantive comments and views of multiple stakeholders in a balanced and concise manner.

Main objective of the assignment

This service includes a comprehensive analysis of data gathered from the nationwide Midterm KAP Survey conducted under the Coastal and Marine Ecosystems Management Program (CMEMP). The analyst shall also correlate these findings with data from Nationwide Baseline KAP Surveys.

Scope of Work

The KAP Survey Data Analyst shall report to the Director of the BMB. He/she shall work closely with the Coastal and Marine Division and the BMB Communication, Education, and Public Awareness (CEPA) Core Group. The consultant shall have the following duties and responsibilities:

1. Analyze KAP survey results conducted for all NIPAS Marine Protected Areas, encompassing 2023 Baseline KAP Surveys and all Midterm KAP Surveys;
2. Correlate the CMEMP Nationwide Baseline KAP Survey findings with the Midterm KAP Surveys;
3. Submit draft(s) of the KAP Survey Analysis report; and
4. Produce a Final comprehensive written report detailing the above analyses, complete with interpretation, graphical representations, and modeling for enhanced visualization.

Duty Station/Reporting

This engagement is output-based without the need for a daily or regular physical presence. However, the analyst may be required to report to BMB to personally meet with the CMD and BMB CEPA Core Group as the need arises. The Data Analyst is also expected to communicate and respond diligently through electronic communication channels.

Education

The Data Analyst shall have a degree in Statistics, Anthropology, Sociology, or any related field.

Experience

The Data Analyst should possess:

- A minimum of 3 years of professional experience in statistical analysis, particularly within governmental contexts, with a focus on Knowledge, Attitude, and Practices (KAP) Surveys;

- Engagement in at least 3 projects involving technical assistance, KAP survey implementation, comprehensive survey analysis and interpretation, and facilitation of stakeholder consultations;
- Knowledge/familiarity with any of the following survey analysis tools - SPSS, R, or SAS
- Participation in a minimum of 3 training sessions related to the utilization of KAP survey data for biodiversity conservation and protection initiatives.

A. Scope of Price Proposal and Schedule of Payments

The contract price is all-inclusive, fixed, and output-based regardless of any extension of the herein specified duration. The Contractor shall receive payment in the amount of One-Hundred Sixty Five Thousand Pesos (P165,000.00), inclusive of taxes based on the following tranches and deliverables:

Payment Tranche	Amount	Percentage of Budget	Fund Release Terms
1 st Tranche	PHP 24, 750.00	15%	Upon signing of the contract and submission and acceptance of the activity plan with the timetable
2 nd Tranche	PHP 41,250.00	25%	Upon acceptance of the first KAP Survey Analysis report
3 rd Tranche	PHP 41,250.00	25%	Upon acceptance of the Revised (2nd) KAP Survey Analysis report
4 th Tranche	PHP 57,750.00	35%	Upon acceptance of the Final KAP Survey Analysis report
TOTAL	PHP 165,000.00	100%	

B. Recommended Presentation of Offer

1. Letter of Intent;
2. Comprehensive Curriculum Vitae with at least two (2) sample works with tools used;
3. Names and contact details of three (3) references;
4. List of related ongoing/previous works/projects;
5. PHILGEPS Certificate of Registration;
6. BIR Certificate of Registration; and
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*

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

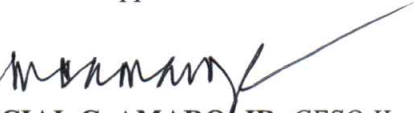
C. Approval

The BMB Director.

Please send applications not later than _____ to:

The BAC Chairperson
Department of Environment and Natural Resources - Biodiversity Management Bureau
Ninoy Aquino Parks and Wildlife Center Compound, North Avenue, Diliman, Quezon City
Telephone No. 8925 8948; Fax 8924 6031 local 201
Email Address: bacsec@bmb.gov.ph cc: cmd@bmb.gov.ph

Approved:


MARCIAL C. AMARO, JR. CESO II
The Assistant Secretary for Biodiversity and concurrent Director,
Biodiversity Management Bureau