



## Bid Notice Abstract

### Request for Proposal (RFP)

<b>Reference Number</b>	7935768
<b>Procuring Entity</b>	DEPARTMENT OF TOURISM
<b>Title</b>	Procurement of Consulting Services to Conduct Regulatory Impact Assessment (RIA) Program: Study on Tourism Competitiveness on Tourism Policies and Regulation
<b>Area of Delivery</b>	Metro Manila

<b>Solicitation Number:</b>	2021 - 08 - 0087	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	5
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Consulting Services	<b>Document Request List</b>	0
<b>Category:</b>	Consulting Services	<b>Date Published</b>	20/08/2021
<b>Approved Budget for the Contract:</b>	PHP 495,000.00	<b>Last Updated / Time</b>	19/08/2021 09:57 AM
<b>Delivery Period:</b>	84 Day/s	<b>Closing Date / Time</b>	23/08/2021 14:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	John Paulo Samonte Francisco Administrative Assistant III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 jsfrancisco@tourism.gov.ph		

#### Description

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#### TERMS OF REFERENCE

Consulting Service

Regulatory Impact Assessment Program

Study on Tourism Competitiveness on Tourism Policies and Regulation

#### I. Background and Rationale

The DOT through the Office of Tourism Development Planning, Research, and Information Management (OTDPRIM) – Policy Formulation and International Cooperation Division (PFICD) will conduct a study on Tourism Competitiveness on Policies, Tourism Development and Regulation in the Department. The study will focus on the department's current and policies and regulations, as well as those under development such as the accreditation of tourism establishments and services.

The project objectives are the following:

- (1) Assess and identify potential problems and risk arising from existing and in-development agency regulations (business and non-business) that are considered to be outdated, redundant, and adds undue regulatory burden to the transacting public and determine appropriate regulatory/non-regulatory options to address the problem identified and assess their corresponding impact in the business, government, and the tourist industry,
- (2) Institutionalize the RIA program within the DOT and it's attached agencies in policy making on tourism. This is to reduce regulatory burden on tourism businesses, professionals and tourists as stipulated in RA 11032 or the Ease of Doing Business, and

(3) Provide recommendations on how the identified policies can be optimized for to support industry recovery and align such policies to efforts on sustainable tourism development and for the long term competitiveness of the country's tourism industry.

#### II. Scope of Work and Outputs

The consultant shall conduct research and development work to deliver a research paper: Study on Tourism Competitiveness on Tourism Policies and Regulations.

Potential policies to be included in the study are: (1) Tourism Accreditation, (2) Sustainable Tourism Program, (3) Tourism Product Development Program – focusing on specific products such as MICE, Educational Tourism, Health and Wellness, etc.

The scope of work shall include the following general activities along with other steps that shall be determined by the consultant:

1. Review of existing and emerging policies of the DOT that can be improved and aligned to RA 11032, the Reformulated National Tourism Development Plan

(RNTDP), the Tourism Response and Recovery Plan (TRRP) and other relevant strategic instrumentalities.

2. Organization and facilitation of consultation with relevant DOT Offices and industry stakeholders to identify risks and challenges faced in the implementation of such policies and on coming up with proposed measures to improve on such.

3. Formulation of recommendations for the DOT on how to optimize identified policies to meet the demands of the post-pandemic landscape of the tourism industry, with emphasis on regional competitiveness (Asia and the Pacific).

#### III. Professional Qualifications

The DOT is need of the expertise of a consultant with no less than 5 years' experience in the field of tourism development, policy research and institutional management.

The project requires for the consultant to have accomplished work in relation to the given subject through various activities such as research papers, formulation of tourism strategic plans (not destination/LGU based but industry plans), and other related publications.

Samples of related past work shall be required as reference.

#### IV. Total Amount for the Project

PHP 495,000.00 for the professional fee and other relative expenses of the consultancy service.

#### V. Project Timetable

The consultancy service is expected to follow a 12-week timeline and will be completed by the fourth quarter of 2021.

#### Proposed Project Activities

##### Project Work Week

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12

1. Signing of contract

2. Presentation of project work plan strategies by the consultant to the end user

3. Review of existing DOT policies and regulations to be included in the project, research on policy benchmarks and best practices

4. Data gathering using FGDs or other related methodologies

5. Presentation of initial draft of the study

6. Consultation with concerned DOT Offices on the findings for comments and inputs

7. Revision period and polishing

8. Presentation to DOT Management of the study for endorsement to the Secretary

9. Publishing

#### VI. Payment

Government Procedure.

#### VII. Contact Details:

Prepared by: Approved by:

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#### Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Consulting Services	Procurement of Consulting Services to Conduct Regulatory Impact Assessment (RIA) Program: Study on Tourism Competitiveness on Tourism Policies and Regulation	1	Lot	495,000.00

#### Other Information

Eligibility Requirements

1. Registration Certificate from Security and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives.

2. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zone Area,

In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within period prescribed by the local government unit.

For individual consultants not registered under a sole proprietorship, a BIR Certificate of Registration shall be submitted, in lieu of DTI registration and Mayor's/Business permit.

3. PhilGEPS Registration Number

4. Latest Income/Business Tax Return (For ABC above PHP500, 000.00)

5. Professional License/Curriculum Vitae

6. List of key personnel to be assigned to the contract to be bid, with their complete qualification and experience data.

7. Statement of the prospective bidder of all its ongoing and completed government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the relevant period as provided in the Terms of Reference. (See attached Annexes TD 1 & 2)

8. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement

Note: Kindly submit your proposals together with your eligibility requirements thru email and sent it to [jsfrancisco@tourism.gov.ph](mailto:jsfrancisco@tourism.gov.ph) on or before 23 August 2021 at 02:00 pm. Late and unsigned proposals shall not be accepted.

**Created by** John Paulo Samonte Francisco

**Date Created** 19/08/2021

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