



## Bid Notice Abstract

### Request for Proposal (RFP)

**Reference Number** 7017605  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** PRIORITY DEVELOPMENT AREAS AND PARTNERS ON INTERNATIONAL COOPERATION: ASEAN REGION

**Area of Delivery**

<b>Solicitation Number:</b> 2020-05-0061	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations	<b>Associated Components</b>	3
<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>	30/05/2020
<b>Approved Budget for the Contract:</b> PHP 200,000.00	<b>Last Updated / Time</b>	29/05/2020 14:32 PM
<b>Delivery Period:</b> 3 Month/s	<b>Closing Date / Time</b>	02/06/2020 14:00 PM
<b>Client Agency:</b>		
<b>Contact Person:</b> John Paulo Samonte Francisco Administrative Officer I 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 psfrancisco.logistics@yahoo.com		

**Description**

TERMS OF REFERENCE  
Consultancy Services

PRIORITY DEVELOPMENT AREAS AND PARTNERS ON INTERNATIONAL COOPERATION: ASEAN REGION

**Background**

Tourism in the South East Asia boasts unique and dynamic quality products – its people, culture and heritage, rural landscapes, music and literature, cuisine and even religious traditions made it to be the most diverse, rich and highly desirable tourism destination.

Tourism plays a vital role in the ASEAN economies making a total contribution of 12.6% to the region’s Gross Domestic Product (GDP) in 2018 (WTTC, 2019). And, as stated in the ASEAN Tourism Strategic Plan 2016-2025, given that the strategic programs and projects are fully implemented, it is anticipated that by 2025 the Gross Domestic Product (GDP) contribution of ASEAN tourism could increase from 12% to 15%. As one of the fastest growing sectors across the world, tourism also promotes job creation and employment which share could increase from 3.7% to even 7%. It is keen that human capital development is necessary to improve the ability of an individual, as well as to fulfill the need of human capital in the rise of new tourism products and related enterprises.

In its continuous pursuit to boost the existing robust and strong friendly diplomatic relations with its bilateral, multilateral and regional partners, the Philippines will be able to strengthen its partnership with other countries through identifying matters of mutual interest that may be of cooperation, as well as strengths that the Philippines

may acquire from its partner countries. This will likewise enable the country to implement projects and programs focusing on the following areas: tourism development planning, marketing and promotions, standards and regulations, human resource development, and tourism investments.

#### Objective

In 2019, the Office of Tourism Development Planning, Research and Information Management (OTDPRIM) have developed the Comparative Study on International Tourism Cooperation which serves as a guideline in terms of identifying the Philippines' potential partners in the international community to pursue a high-level bilateral engagement. As a follow through, the OTDPRIM will develop a Study on Priority Development Areas and Partners on International Cooperation focusing on the geographical regions, namely: ASEAN Region, Asia and the Pacific, Europe, Africa, America and Middle East.

This study shall serve as a reference of the Department comprising of the following information:

SWOT (Strengths, Weaknesses, Opportunities and Threats) Analysis;  
Crisis management and recovery plans (Disasters, pandemics, etc.)  
Protocols implemented in ensuring health and safety of tourists in the ASEAN Region;  
Region's existing tourism products and services;  
Priority development areas of tourism in the ASEAN Region; and  
Potential area of tourism cooperation that the Philippines may benefit.

#### Project Design

This study aims to:

Serve as a handbook or guidebook that consists of information and data regarding the tourism in the ASEAN Region; and  
Provide information on the existing tourism products, services, facilities, infrastructure, accessibility and investment in the ASEAN region.

#### Scope of Services

The DOT is requesting for a services of a consultant to develop the Study on Priority Development Areas and Partners on International Cooperation: ASEAN Region:

The consultant shall undertake the following tasks:

Conduct researches on tourism plans and policies, best practices and strategies, marketing and promotions of the ASEAN Member States, as well as strengths, weaknesses, opportunities and threats of the region that can be reflected in the manual;

Conduct discussion with relevant government agencies (to be identified), research institutions and tourism stakeholders;

Develop a questionnaire for the ASEAN Member States containing questions that are applicable for the study;

Analyze and evaluate the information provided by the respective interviewees mentioned in letter b);

Provide a design / layout for the printing of the study; and

Develop the Study on Priority Development Areas and Partners on International Cooperation: ASEAN Region; and

#### Deliverables

The consultant(s) shall work towards the delivery of the outputs with the proposed outline:

Introduction  
Definition of Terms  
Scope and Limitations  
Significance of the Study  
Review of Related Literature  
Conceptual/Theoretical Framework  
Research Methodology  
Presentation and Analysis of Data  
Hypothesis  
Conclusion  
Recommendations  
Reference

#### Proposed timetable

2020

June

July

August  
Procurement of Services  
Conduct of Research  
Discussion  
Data preparation  
Revision / Finalization

#### Approved Budget

The consultancy fee is Two Hundred Thousand Pesos (Php 200,000.00). The budget shall include expenses such as meals and transportation during the conduct of research, discussion, data preparation and finalization.

#### Other requirements

Must be a duly registered professional consultancy services (individual) based in the Philippines;  
Must be an expert in tourism policies and development planning, as well as foreign relations or international studies;  
Published several studies relevant to tourism policies and development planning or international relations;  
Must provide the final output in soft-copy and hard-copy to DOT; and  
The consultant(s) must submit their profile and credential to ensure the compliance with the requirements and to guarantee the proper facilitation of the project.

#### Project Officer

Ms. Jan Alexandra B. Tobias  
Tourism Operations Officer II  
Policy Formulation and International Cooperation Division  
Department of Tourism  
Contact no: 0905-789-3915 | 459-5200 to 30 loc. 514  
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#### Eligibility Requirements

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

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: Provided, that the renewed permit shall be submitted as a post qualification requirement in accordance with Section 34.2 of Republic Act No. 9184 and its IRR.

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.

#### PhilGEPS Registration Number

Latest Income/Business Tax Return (For ABC above PhP500, 000.00)

#### Professional License/Curriculum Vitae

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

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.

Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement (to be submitted prior to award).

Note: Deadline for the submission of proposal is on or before 02 June 2020 at 2:00 pm

Kindly submit your proposal thru email psfrancisco.logistics@yahoo.com or jsfrancisco@tourism.gov.ph

**Created by** John Paulo Samonte Francisco

**Date Created** 29/05/2020

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