



May 7, 2024

## REQUEST FOR EXPRESSION OF INTEREST (REOI)

### Hiring of Consultancy Services (Individual Consultant) **Solicitation No. SIC-2024-011**

1. The Government of the Philippines has received a loan (Loan no. P174137) from the World Bank towards the cost of the Coastal Resiliency (FishCoRe) Project and it intends to apply part of the proceeds of this loan to payments for the cost of Hiring of Consultancy Services (Individual Consultant).
2. The Bureau of Fisheries and Aquatic Resources Fisheries Coastal Resiliency (FishCoRe) Project, hereinafter referred to as the "End-User" now requests you to submit Expression of Interest for the **HIRING OF INDIVIDUAL CONSULTANT** namely:

Item no.	Description/ Position	Required number & duration	Total cost
1	Consultancy Services for the Livelihood and Enterprise Development Specialist for MARLIN	1 pax 6 years ( <i>subject to annual renewal of contract with satisfactory performance</i> )	PhP 73,440.00 per month

3. A set of Terms of Reference (TOR) is provided in Attachment 1.
4. Bidding procedures will be conducted in accordance with the provisions of the World Bank Guidelines and taking into consideration the related provisions in the Project Loan Agreement and Guidelines in the Procurement under IBRD loans and IDA credits. The individual consultants will be selected in accordance with the procedure set out in paragraphs 7.34 to 7.37 of the WB Procurement Regulations.
5. Interested proponents shall submit their Letter of Expression of Interest, Curriculum Vitae, Personal Data Sheet, Certifications (if any) and supporting documents, if necessary, to the BFAR Fisheries and Coastal Resiliency (FishCoRe) Project – Special Bids and Awards Committee (SBAC) not later than **May 15, 2024, 12:00NN**.
6. Submission of Expressions of Interest (EOI) along with the other documents as stated in item no. 5 must be sent to the official email address [fishcore.sbac@bfar.da.gov.ph](mailto:fishcore.sbac@bfar.da.gov.ph) or at the 2nd Floor, National Food Authority, Visayas Ave. Diliman, Quezon City, sealed in an envelope marked:

**HIRING OF CONSULTANCY SERVICES (INDIVIDUAL CONSULTANT)**

**Solicitation No.: SIC-2024-011**

**Position: LIVELIHOOD AND ENTERPRISE DEVELOPMENT SPECIALIST  
FOR MARLIN COMPONENT**

7. The Bureau of Fisheries and Aquatic Resources Fisheries Coastal Resiliency (FishCoRe) Project must disclose information on the successful Consultant's beneficial ownership, as part of the Contract Award Notice, using the Beneficial Ownership Disclosure Form as included in the Request for Proposal/s.

8. The Bureau of Fisheries and Aquatic Resources Fisheries Coastal Resiliency (FishCoRe) Project reserves the right to accept or reject any bid, and to annul the Selection of Individual Consultants (SIC) process or reject all EOIs at any time prior to contract award, without thereby incurring any liability to the affected bidder/bidders.

*Original Signed*

**ROY C. ORTEGA**

Chairperson, Special Bids and Awards Committee

## **TERMS OF REFERENCE**

### ***Livelihood and Enterprise Development Specialist for MARLIN Component***

- I. PROJECT TITLE : PHILIPPINE FISHERIES AND COASTAL RESILIENCY (FISHCORE) PROJECT**
- II. TITLE OF CONSULTANT : LIVELIHOOD AND ENTERPRISE DEVELOPMENT SPECIALIST FOR MARLIN COMPONENT**
- III. PROPONENT : NATIONAL PROJECT MANAGEMENT OFFICE**
- IV. IMPLEMENTATION DATE : 2024**
- V. INTRODUCTION:**

The FishCoRe Project will be the Philippine government's platform for implementing the new governance scheme, which divides the entire country's territorial waters, inclusive of inland waters and exclusive economic zone (EEZ), into 12 fisheries management areas (FMAs) based on stock distribution and the structure of fisheries and administrative divisions.

The overall goal of the FishCoRe Project is to enhance ecosystem and community resilience in selected FMAs. The Proposed Development Objective (PDO) of the project is to improve management of coastal fishery resources, enhance the value of fisheries production and increase fisheries-derived incomes within coastal communities, in selected Fishery Management Areas (FMAs). In particular, the project intends to contribute to the following goals: (i) increased food security; (ii) enhanced level of satisfaction among beneficiaries; (iii) reduced incidence of illegal, unreported, and unregulated (IUU) fishing activities; and (iv) improved sustainable employment from diversified sources including fisheries and aquaculture.

The FishCoRe Project will consist of three components, namely: (i) Component 1: Fisheries and Coastal-Resilient Resource Planning and Management (FishCRRM); (ii) Component 2: Modern and Resilient Livelihood Investments (MARLIN); and (iii) Component 3: Support to Project Implementation and Management (SuPrIM). Components 1 and 2 aim to achieve improved management of fisheries and coastal resources and the development of supportive infrastructure and fisheries enterprises, respectively.

By the end of the six-year project implementation period (2023-2029), the achievement of the PDO will be measured by the following indicators:

- Two ecosystem-based fisheries management plans (FMPs) formulated (one each for FMAs 6 and 9) by 2024, implemented starting 2024, and evaluated by 2026;
- Increase in household income by 3% annually in real terms starting in 2026;
- Reduction in postharvest losses by 5% by 2029;
- 50% of major fish stocks covered by FMPs moving towards target reference points by 2029; and
- Increase in the value added to fishery commodities in targeted areas by 3% annually in real terms.

FishCoRe will adopt existing DA mechanisms (such as the One DA approach and clustering of enterprises) and build upon the gains and lessons learned from DA and BFAR projects. These include the aquabusiness schools introduced by the IFAD-supported Fisheries, Coastal Resources, and Livelihood (FishCORAL) Project, the enhanced role of DA RFOs and LGUs in the WB-funded Philippine Rural Development Project's (PRDP), the network of marine protected areas (MPAs) and fish sanctuaries established under the ADB/JBIC-funded Fisheries Resource Management Project (FRMP), the EAFM initiatives of the USAID-supported Ecosystems Improved for Sustainable Fisheries (EcoFish), as well as the partnerships established by BFAR with NGOs and civil society organizations (CSO) for the social mobilization and participation of fishers and fisherfolk groups.

## **VI. RATIONALE:**

The Modern and Resilient Livelihood Investments (MARLIN) component aims to enhance the economic value of fisheries and aquaculture to fishing communities through strategic and climate-resilient investments to reduce post-harvest losses, expand aquaculture production, and add value to fisheries production. Through the implementation of grant sub-projects and public-sector infrastructure investments, the component will support critical value-chain infrastructure development and improved fish production, handling and processing technologies, alongside related technical assistance for technical extension and business advisory services to catalyze wider private-sector and LGU investment.

Support for livelihood diversification, enterprise development, and infrastructure development provided under Component 2 will be informed by and support the operationalization of the outcomes of the planning and institutional capacity-building work undertaken under Component 1.

This component will consist of three subcomponents: (i) Subcomponent 2.1: Fishers' Livelihood Diversification and Development; (ii) Subcomponent 2.2: Aquaculture and

Fisheries Enterprise Development; and (iii) Subcomponent 2.3: Aquaculture and Fisheries Infrastructure. **As such, to accomplish the foregoing, BFAR needs the services of a Livelihood and Enterprise Development Specialist, who will assist in the implementation of the project with the Chief of the Inland Fisheries and Aquaculture Division as the component lead for MARLIN.** The Livelihood and Enterprise Development Specialist will be a full-time position who will oversee the development and daily management of the Subcomponents 1.1 and 1.2 with close coordination with the component leads and under the guidance of the Deputy Project Manager and Project Manager.

## **VII. OBJECTIVES**

To assist the Component Head in identifying business development services and service providers needed by the Subcomponents to ensure viability and sustainability of FishCoRe project and its enterprises, thereby the project outputs and outcomes are achieved as planned and activities are implemented on time and within budget.

To assist the Component Head in the review and approval of subprojects proposed for funding under the FishCoRe Project Component II: MARLIN and in the monitoring of implementation and operation of approved enterprises.

## **VIII. SCOPE OF RESPONSIBILITIES**

The Livelihood and Enterprise Development Specialist is expected to carry out the following tasks:

- 1) Project Planning and Implementation:
  - Develop and conduct a Business Process Review/Enterprise Assessment and develop a Technical Assistance/Livelihood Support Action Plan, which will serve as the foundation for providing assistance to the PGs and farmers/fishers recipients of the subproject;
  - Provide a high level of expertise and technical assistance to implement various capacity building and livelihood diversification activities designed to facilitate and hasten the accomplishment of the MARLIN Component enterprises, including but not limited to: market linkages, trade promotion and event coordination, product development and quality assurance, packaging, technology transfer and sharing of business practices, branding and communication, financial and accounting systems, credit facilitation, certifications, and other support services; and
  - Serve as coordinator for assigned cluster.
- 2) Financial Management:

- Monitor project expenditures and ensure compliance with financial procedures and regulations; and
  - Prepare a fund tracker for all projects and activities (implemented and about to be implemented) to ensure adherence to financial constraints.
- 3) Monitoring and Evaluation:
- Create a monitoring system for enterprise activities such as active and prospective client profiling, market, sales, quality management, operations, and other related data to assess the achievement of objectives for each subproject or enterprise approved by the FishCoRe Deputy Project Manager and Project Manager; and
  - Prepare periodic project performance monitoring and evaluation report;
- 4) Capacity Building and Training:
- Provide on-site coaching to PGs on various enterprise components as needed (operations, sales & marketing, production, finance, human resources, etc.);
  - Participate in the technical review of business plans and identify technical assistance/livelihood support needs of PGs to ensure project/ enterprise sustainability; and
  - Facilitate the conduct of livelihood needs assessments /Enterprise Assessment with corresponding Technical Assistance Action Plan and report on the implementation of the action plan.
- 5) Stakeholder Engagement:
- Coordinate with various government and non-government agencies on possible technical assistance and support to the enterprise under FishCoRe Component II: MARLIN; and
  - Provide insight and coaching to the Project Support Office (PSO), Regional Project Coordination Office (RPCO), and Provincial/City/Municipal Project Management Implementing Unit (P/C/MPMIU) regarding technical support and capability development activities for the PGs.
- 6) Reporting and Documentation:
- Prepare result of the needs assessment and business plan review providing therein findings, comments, and recommendations for improvement of the proposal;
  - Prepare report on the status of FishCoRe Livelihood support and Enterprise Development Subproject for FMA 6 and 9 identifying issues and concerns, bottlenecks with recommendations and actions taken;
  - Prepare and submit regular/monthly reports pertaining to on-site coaching/field visits and all other activities conducted to the project management team and other relevant stakeholders; and

- Ensure compliance with reporting requirements of the funding agency or organization.
- 7) Perform other tasks as may be instructed by the Project Manager.

## **IX. QUALIFICATIONS**

### **A. Education and Relevant Experiences**

1. With Master's Degree in Agriculture, Fisheries, Agribusiness, Entrepreneurship, Business Administration/Management, Marketing and other related fields.
2. With at least five (5) years of relevant experience in developing enterprises, handling livelihood projects, community organizing, organizational management, marketing, financial management, organizational management, strategic planning, business planning, and project proposal preparation and evaluation.
3. Preferably with at least three (3) years experience in international organizations or foreign-assisted projects/grants.
4. With technical knowledge and understanding of fisheries management areas, fishery laws and regulations and fisheries programs/projects.

### **B. Competencies**

1. Considerable knowledge in production, processing and marketing of agri-fishery based commodities.
2. Operational knowledge on agri-fishery based enterprises.
3. Understanding of business procedures including business financing, human resources, IT, operations and sales and marketing financing options for business start-ups and business expansions.
4. Understanding of fisheries management measures' implications for various livelihood options in coastal communities.
5. Strong interpersonal skills.
6. Ability to communicate effectively in oral and in technical writing.
7. Ability to multi-task and deliver results in an efficient and effective way.
8. Can work independently and as part of the team, and work effectively with co-workers, partner agencies and the private sector.
9. Proficiency in the use of MS Word, MS Excel, and MS PowerPoint.

## **X. DELIVERABLES AND TIMELINE**

The Specialist shall prepare and submit periodic reports to the BFAR Director through the Project Manager and the Project Component Lead as follows:

	<b>Type of Report</b>	<b>Schedule</b>
1	Accomplishment Report	Monthly
2	Activity Report	7 Days after each activity
3	Quarterly Accomplishment Reports	Every three (3) months
4	Annual Accomplishment Report	Fifteen (15) days before the end of contract

## **XI. SERVICE FEE**

The consultancy/technical service fee is at **Php73,440.00 per month**. Possible incremental increase in monthly rate for the contract in succeeding years are subject to DA-BFAR determination and availability of funds.

Renewal of annual contract is subject to DA-BFAR determination on the satisfactory performance of the hired personnel, and verification if there is a continuing need for the position.