



May 7,

2024

REQUEST FOR EXPRESSION OF INTEREST (REOI)

Hiring of Consultancy Services (Individual Consultant) Solicitation No. SIC- SIC- 2024-012

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 Project Management Specialist	1 pax 6 years <i>(subject to annual renewal of contract with satisfactory performance)</i>	PhP 79,920.00 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 at 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 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- 2024-012

Position: PROJECT MANAGEMENT SPECIALIST

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

Project Management Specialist

- I. PROJECT TITLE : PHILIPPINE FISHERIES AND COASTAL RESILIENCY (FISHCORE) PROJECT**
- II. TITLE OF CONSULTANT :PROJECT MANAGEMENT SPECIALIST**
- III. PROPONENT : NATIONAL PROJECT MANAGEMENT OFFICE**
- IV. IMPLEMENTATION PERIOD : 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 Component (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 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 aqua business 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 Support to Project Implementation and Management (SuPrIM) component will be mainly responsible for overall project management. It will support the BFAR Central Office (CO) and RFOs – through the National Project Management Office (NPMO) and the Regional Project Implementation Units (RPIUs) in the lead FMA regions in FMAs 6 and 9 and the FMA Coordinating Units (FCUs) in the participating RFOs in both FMAs – in the effective management of project implementation at the national and sub-national levels. The activities of SuPrIM will also support the institutionalization of new ways of doing business by BFAR and the delivery of technical services and assistance to fishers and fisherfolk groups, the private sector, LGUs, and other stakeholders in fisheries management.

This component shall operate and maintain an effective multi-level, interdisciplinary, and institutionalization-oriented project management system (PMS). The component is expected to produce the following outputs: (i) fully operational and vertically and horizontally integrated PMS; (ii) fully operational monitoring and evaluation (M&E) and

knowledge management system (KMS) supported by a digital, multi-level management information system (MIS); and (iii) fully operational publicly accessible web-based digital platforms linked to existing systems. The SuPrIM component will contribute to the achievement of the project outcome through the (i) effective and efficient implementation of the PMS and (ii) full engagement and participation of stakeholders at all stages of project implementation.

Integral to the FishCoRe Project is Project Management which involves the enhancement of organizational efficiency, mitigates risks, ensures quality, and contributes to the overall success and sustainability of the project. **As such, the hiring of a Project Management Specialist under the Project Management and Coordination of the SuPrIM component is necessary for the implementation of the FishCoRe Project.**

VII. OBJECTIVES

To ensure improved performance and successful project execution, the FishCoRe Project needs a Project Management Specialist (PMS) to oversee and coordinate various activities within the Project. It also involves developing project plans, monitoring progress, and ensuring timely completion of deliverables. The PMS will provide an array of programmatic and operational support, including activity management, monitoring, evaluation and learning, financial planning, reporting, procurement, and other programmatic and operational duties.

VIII. SCOPE OF RESPONSIBILITIES

The Project Management Specialist is expected to carry out the following tasks:

1) Project Planning and Implementation:

- Provide management assistance to the Project Manager in the daily project management of both organizational and substantive matters, including budgeting, planning, supervising, monitoring, and coordinating the project to ensure its results are in accordance with the Project Document;
- Provide a high level of expertise and technical services in the coordination and managing project teams, ensuring effective communication and collaboration among team members;
- Develop and implement project plans, including defining scope, goals, and deliverables; and
- Develop a risk assessment plan and mitigation strategies, allowing organizations to anticipate and address potential issues before they become major problems; and

- Identify and implement process improvements to enhance project efficiency and effectiveness.
- 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:
- Develop or create a tool that can be used to manage project progress, issues, or risks that may arise during the implementation of the project;
 - Monitor project progress, identifying and addressing any issues or risks that may arise; and
 - Prepare project reports, timelines, milestones, and key performance indicators.
- 4) Capacity Building and Training:
- Provide leadership and guidance to project team members, fostering a positive and productive work environment;
 - Identify capacity building needs of project staff and stakeholders and develop appropriate workshop/training programs;
 - Provide updated and highly technical guidance and knowledge on the project for the improvement and attainment of the overall project objectives; and
 - Under the guidance of the Project Manager, conduct regular project status meetings and provide updates to the Management.
- 5) Stakeholder Engagement:
- Conduct regular project status meetings, provide updates to stakeholders, and present project reports, timelines and milestones;
 - Prepare periodic updates to ensure that the NPMO/RPIU/FCU are kept informed of project implementation activities, progress, and challenges;

- Collaborate with cross-functional teams to ensure alignment and integration of project activities; and
 - Facilitate and participate in Missions by overseeing logistic support and activities to obtain required information for these Missions, including the preparation of Debriefing Reports.
- 6) Reporting and Documentation:
- Manage project documentation, ensuring accurate and up-to-date records and project plans are maintained; 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

☐ Education and Relevant Experiences

1. Holds a Bachelor's Degree in Fisheries/ Law/ Accounting/ Financial Management/ Business Administration/ Engineering, or other related field/discipline;
2. Preferably with a Master's/Doctorate Degree in Business Administration, Public Administration, and other relevant fields/disciplines;
3. With five (5) years of verifiable experience in project management preferably in fisheries management areas, fishery laws and regulations, and fisheries programs/projects; and
4. Preferably with at least three (3) years of experience in project management and implementation in international organizations, multilateral development banks, or foreign-assisted projects/grants.

☐ Competencies

1. Proven track record in project management principles, practices, techniques, and procedures of Strategic Management and the Project Management Cycle;
2. Knowledge of the government financial rules, regulations, and procedures pertinent to program/project management within the public sector;

3. Must have strong project management/administrative skills (e.g. developing and executing plans, managing staff);
4. Must have excellent leadership skills (e.g. able to advocate for, influence and motivate others) and the ability to lead a project team and effectively manage conflict with mediation and training;
5. Ability to manage and control risk with supporting strategies;
6. Strong decision-making skills;
7. Ability to function independently in an efficient manner with “tight” deadlines.
8. Dynamic interpersonal skills (e.g. ability to build strong working relationships and manage conflict);
9. Excellent communication skills – both oral and written; and
10. Proficiency in the use of standard computer applications (MS Word, MS Excel, MS PowerPoint, etc.)

X. DELIVERABLES AND TIMELINE

The PMS shall prepare and submit periodic reports to the BFAR Director through the Project Manager and the Project Component Lead.

	Type of Report	Schedule
1	Inception Report	Within one (1) month after the commencement of services
2	Monthly Progress Reports	A week after the end of each month
3	Final Project Output (1 st year-1 st semester)	Within the last month of the Contract Period
4	Completion Report	At the end of the Contract Period

XI. SERVICE FEE

The consultancy/technical service fee is at **Php79,920.00 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.