



April 30, 2015

## **REQUEST FOR EXPRESSION OF INTEREST**

1. The Department of Agriculture Regional Field Office No. 12 under the High Value Crops Development Program (HVCDP) Fund now request you to submit Expression of Interest for the **HIRING OF SERVICE PROVIDER TO CONDUCT STUDY OF THE REGIONAL VALUE CHAIN ANALYSIS (VCA) AND INVESTMENT ROADMAP OF RUBBER, COFFEE, CACAO, MANGO, BANANA LAKATAN AND SABA BANANA.**
2. The Coverage of the Study shall be carried out in four (04) provinces and five (05) cities of the Region. Targets respondents are the smallholder farmers, agriculture and related associations, clustered producers, cooperatives, owners and employees (value chain actors) of agriculture enterprises, government agents, input suppliers and other concerned institutions and organizations operating in the target area.
3. The Approved Budget for the Contract (ABC) of the said study is **Php1,800,000.00**. All Value Chain Analysis (VCAs) for the six (06) commodities shall be completed **within six (06) months**. The team shall submit a capsule of report to be saved in two (02) external drives, two (02) Universal Serial Bus (USB) and five (05) hardbound copies per commodity.
4. The team shall submit the following to depict their capability and experience, to wit;
  - a. Organization Overview
  - b. Capabilities Statement
  - c. Website (if any)
  - d. Maximum of 15 pages of detailed proposal
  - e. Activity (work) schedule
  - f. Project Staffing
5. A set of Terms of Reference (TORs) are provided in Attachment 1.
6. The minimum qualifications are the following:
  - Advance degree in a relevant academic field, PhD an advantage;
  - Demonstrate research consultancy experience leading Socio-Economic, Business and Agriculture related exercises;
  - At least five (05) years experience in conducting research for agricultural development projects/programs management (both quantitative and qualitative);
  - Demonstrate experience in research works using high caliber designs and methodologies;
  - Strong critical analysis and report-writing skills required;
  - Excellent verbal and written communication in English required, Visayan dialect fluency preferred;
  - Familiarity with Peace and Development situation in Mindanao, particularly in SOCSKSARGEN or Region 12;
  - Previous experience working in Rural Philippines and South Asia region preferred; and
  - Experience working with international donors (USDA, USAID, UNDP, WB, AusAID, etc.)
7. Tranches of Payment
  - 1<sup>st</sup> Tranche - 20% of the Approved Budget upon signing of the contract
  - 2<sup>nd</sup> Tranche - 40% of the Approved Budget upon submission of the inception report, evaluation instruments, schedule activities and issuance of certificate of acceptance
  - 3<sup>rd</sup> Tranche - 30% of the Approved Budget upon submission of the draft of Project Report, Powerpoint presentation for BIMP EAGA conference and issuance of certificate of acceptance
  - 4<sup>th</sup> Tranche - 10% of the Approved Budget upon submission of the Final Project Report including the raw and processed data from desk review, KII and FGD and upon the issuance of certificate of acceptance
8. Only applications received **on or before 10:00AM of May 11, 2015** will be considered. Short-listed applicants will be contacted for the schedule of written examination and interview.

9. Please submit the requirements to the address below or email to [bac.darfo12@gmail.com](mailto:bac.darfo12@gmail.com).
10. Expression of Interest (EOI) must be delivered at the addressed below not later than **10:00AM of May 11, 2015**.

**JIMMY M. OLIVO, PhD.**  
*BAC Chairman*  
Department of Agriculture  
Regional Field Office No. 12  
CSA-1 Building, Zulueta Street  
Koronadal City

11. The Department of Agriculture, Regional Office No. 12, Koronadal City reserves the right to accept or reject any bid, to annul the Selection of Consultants process at any time prior to contract award, without thereby incurring any liability to the affected bidder/s.

**JIMMY M. OLIVO, PhD.**  
BAC Chairman