



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
Regional Field Unit No. 12  
Koronadal City

Solicitation No.: \_\_\_\_\_

Date: **December 2, 2020**

**REQUEST FOR SUBMISSION OF PRICE QUOTATIONS**

The Department of Agriculture RFO-XII through the Bids and Awards Committee (BAC) invites Supplier, Dealers & Distributors in good standing to submit price quotation for the following:

**PROVISION OF CONSULTANCY SERVICES**

**96,159.00**

**2 pax Community Development Officer**

**64,106.00**

**TERMS OF REFERENCE**

<b>Job Title</b>	:	<b>COMMUNITY DEVELOPMENT OFFICER</b>
<b>Official Station</b>	:	Field Operations Division (FOD)
<b>Reporting Responsibilities</b>	:	He/She shall report directly to the FOD
<b>Job Type</b>	:	Contract of Service
<b>Monthly Salary</b>	:	Php 32, 053.00

**Background**

On August 05, 2020, Agriculture Secretary Dr. William D. Dar had issued Administrative Order No. 27 which seeks the establishment of Farm & Fisheries Clustering & consolidation (F2C2) Program towards a greater inclusive agribusiness development in the country.

The flowing are Program's key objective: achieves & benefits from economies of scale; forges stronger linkages among agri-producers and the markets; improves bargaining and market power; establishes batter access to credit and financing; encourages active "Big Brother - small Brother" partnership and joint ventures between farmers -cooperatives and associations and large corporate enterprises; and raises overall productivity of Agriculture Sector.

The program has components such as credit and projects financing (F2-CPF) which pushes for improved and increased access to credit, agriculture credit rating system, index-based insurance & support for project feasibility studies preparation.

It has also marketing assistance (F2- MarA) components which provides support and assistance to link up F2C2 participants to promotion and marketing services towards stringer engagement with their sales channels and networks for agricultural produces

**SCOPE OF THE ASSIGNMENT**

The engagement of the community development officer II is expected to take parts in strengthening and steer the uptake of the concerned staff of the producers and standards in the implementation of the program's projects and activities.

**DUTIES AND RESPONSIBILITIES**

Under the direct supervision of the F2C2 Focal Person, the Agribusiness Development Specialist II shall perform the following tasks:

- Conducts social preparation and community mobilization;
- Develops agriculture and fisheries activities, groups, functions and other services through the organization of cooperatives, farmers and fisher folks association, cooperation nucleus states and consolidated farms;
- Designs training modules and capacitates these F2C2 beneficiaries to financial management, accounting and bookkeeping protocols and responsible organizational leadership and management skills;
- Facilitates registration of the participating groups & beneficiaries to be bonafide farmers and fisherfolks as officially listed in the registry system for basic sectors in agriculture and Farmers and fisherfolks registry system ; and
- Perform other duties that may be required from time to time.

**Required Education & Qualification**

- Graduate of agriculture and other agriculture -related course, community development, or any four (4) year courses;
- With atleast one (1) year of relevant experiences in project and program development and implementation and community mobilization; and
- With experience in social preparation and community mobilization.

**Knowledge, Cometencies and Skills**

- Experience in providing expertise in accounting, procurement and management of programs, projects and activities;
- Significant experience working with public and private organizations, and
- Excellent communication and writing skills

**Reporting Responsibilities:**

The Community Development Officer II will be directly to the F2C2 Focal Person and shall provide weekly written accomplishment reports.

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**1 pax Agribusiness Specialist**

**32,053.00**

**TERMS OF REFERENCE**

<b>Job Title</b>	:	<b>Agribusiness Specialist II</b>
<b>Official Station</b>	:	Field Operations Division (FOD)
<b>Reporting Responsibilities</b>	:	He/She shall report directly to the FOD
<b>Job Type</b>	:	Contract of Service
<b>Monthly Salary</b>	:	Php 32, 053.00

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encourages active “Big Brother - small Brother” partnership and joint ventures between farmers –cooperatives and associations and large corporate enterprises; and raises overall productivity of Agriculture Sector.

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### **SCOPE OF THE ASSIGNMENT**

The engagement of the community development officer II is expected to take parts in strengthening and steer the uptake of the concerned staff of the producers and standards in the implementation of the program’s projects and activities.

### **DUTIES AND RESPONSIBILITIES**

Under the direct supervision of the F2C2 Focal Person, the Agribusiness Development Specialist II shall perform the following tasks:

- Facilitates market linkages of the F2C2 beneficiaries to institutional commodity markets and global value chain and ensures better access to markets, financing and investment for crops, livestock and fisheries ventures & development projects;
- Assists in developing business development plans anchored on the Value Chain approach, product quality and marketing of the identified agricultural or fishery
- Commodities including the relevant support facilities/activity such as credit facilitation services to financing institutions;
- Encourage F2C2 Program participants to partner link or joint ventures with established business entities that can provide relevant support and expertise in terms of production, processing and storage technologies and equipment, transport and logistics as well as better access to finance and marketing networks; and
- Performs other related functions as may be required from time to time.

### **Require Education & Qualification**

- Graduate of any fou (4) years course; and
- atleast one (1) year of relevant experiences in Accounting, Management, Procurement and implementation of various programs & projects

### ***Knowledge, Competencies and Skills***

- Experience in providing expertise in accounting, procurement and management of programs, projects and activities;
- Significant experience working with public and private organizations, and
- Excellent communication and writing skills

### **Reporting Responsibilities:**

The Agribusiness Specialist II shall report directly to the F2C2 Focal Person and shall provide weekly written accomplishment reports.

Issuance of bidding documents: December 1, 2020 8:00am-5:00pm at BAC Secretariat  
Deadline for submission of bids December 7, 2020 8:am-2:00pm at BAC Secretariat

Opening of Bids : December 7, 2020 2:00 pm, Koronadal City

All particulars to the bidding, eligibility check, evaluation of bids and award to contract shall be governed by the Revised implementing Rules and Regulations (IRR-A) of the Republic Act No. 9184 otherwise known as Government Procurement Reform Act (GPRA).