



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**

Regional Field Unit No. 12

Koronadal City

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

Date: **January 25, 2017**

**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:

**HIRING OF CONSULTANCY SERVICE**

**300,000.00**

**1 person Project Development Associate (Economist)**

**TERMS OF REFERENCE**

<b>Job Title</b>	:	<b>PROJECT DEVELOPMENT ASSOCIATE- ECONOMIST</b>
<b>Official Station</b>	:	Regional Project Coordination Office (RPCO) XII
<b>Reporting Responsibilities</b>	:	He/She shall report directly to the RPCO Project Director
<b>Job Type</b>	:	Contract of Service
<b>Monthly Salary</b>	:	Php 25, 000.00
<b>Background</b>	:	

The Government of the Philippines (GOP) has received a loan from the International Bank for Reconstruction and Development - World Bank (IBRD-WB), amounting to FIVE HUNDRED ONE MILLION TWO HUNDRED FIFTY THOUSAND DOLLARS (US\$501,250,000) for the purpose of financing the 'Philippine Rural Development Project (PRDP) 'and it intends to apply part of the proceeds of this loan to payments for the hiring of interested applicants to fill up the vacant position of **ONE (1) PROJECT DEVELOPMENT ASSOCIATE ECONOMIST.**

The PRDP is a six-year (2013-2018) initiative of the government envisioned to increase farm and fishery productivity and incomes in target areas in all 16 regions of the country. The program seeks to achieve this objective by improving access of farmers and other industry players to a strategic network of infrastructure, market information and support services. Specific investments and interventions are to be implemented under four central components of the program, namely: 1) Investments for AFMP Planning at the Local and National Levels (I-PLAN); 2) Intensified Building Up of Infrastructure and Logistics for Development (I-BUILD); 3) Investments for Rural Enterprises and Agricultural and Fisheries Productivity (I-REAP); and 4) Implementation Support to PRDP (I-SUPPORT).

**Scope of Work**

The Project Development Associate- Economist will be supporting the operations of the Office of the Regional Project Coordination Office-XII (RPCO-XII) Project Director in the delivery of specified milestones of the Project. He/ She will be stationed in the RPCO XII based in Koronadal City and will travel to the areas in Mindanao as need arises. He/She will be directly under the supervision of the RPCO-XII Project Director.

Specifically, the tasks of the PDA- Economist will include but not limited to the following:

- Review of the Financial and Economic Analysis of the various feasibility studies/business plan proposals submitted under PRDP;
- Conduct primary research, data collection and analysis and literature reviews;
- Prepare databases and data sets and carry out analysis of the same;
- Arranges meetings and activities by developing itineraries and agenda and ensures the participation of expected participants;
- Prepares/drafts communications, letters and correspondences;
- Manages and records all incoming and outgoing communications of the immediate supervisor as well as to maintain/update documents tracking slips and ensures timely responses on subject matter;
- Keeps confidential and sensitive documents;
- Acts as primary contact person between the components/units of PRDP;
- Provides information and assistance to concerned RPCO's and stakeholders on the updates and statuses of project implementation;
- Provides assistance to other component staff in preparing administrative reports; and
- Deliver results within tight deadlines and in response to specific client requests; and
- Perform other duties and responsibilities that may be assigned by the immediate supervisor or the RPCO Project Director.

**Expected Outputs:**

- Monthly summary of conducted review of Economic and Financial Analysis of the various feasibility study/business plan proposals under PRDP;
- Conduct of Financial and Economic Analysis training; and
- Conduct technical validation in the field and other related activities if necessary.

**Qualifications:**

- At least a Bachelor's Degree in Economics, Agri-Economics, or a closely related field;
- Must have relevant professional experience preferably in development projects, policy and governance. More experienced applicants are welcome to apply.

**In addition, the applicant should have:**

- Knowledge in developing economic models and analytical methods and tools;
- Knowledge and experience in data collection and data analysis;
- A background in research;
- Computer skills and proficient in Microsoft applications especially in Microsoft Excel;
- Experience in administrative and technical works will be an added advantage;
- Work well both independently with minimal management direction and with a team;
- Good network of academic and professional contacts;
- Able and willing to travel as deemed necessary; and
- Familiarity with the PRDP system will be an asset.

## Reporting Responsibilities:

The PDA Economist will be directly reporting to the RPCO Project Director while ensures close coordination with the I-BUILD, I-PLAN, I-SUPPORT components and other units.

### **Supply & Delivery of Agricultural Supplies**

**76,600.00**

- 4 rolls BLACK NET double width (100 meters/roll)
- 5 rolls GARDEN HOSE, Rubberized
  - 90 meter/roll
  - 1" diameter
- 3 pcs GARDEN RAKE
  - Sturdy construction
  - durable finish standard
  - not less than 5 teeth head fixed to tubular steel handle
- 5 units KNAPSACK SPRAYER (16 liters capacity, stainless)
- 5 units SHOVEL (Pala, HD), stainless steel, metal handle
  - Delivery period: 30 calendar Days
  - Delivery site: DA-RES Tupi, South Cotabato

**Note:** Bidders must quote in all items in a **Sealed Envelope** together with the eligibility requirements such as:

1. Registration certificate from SEC, DTI, CDA, FPA
2. Mayor's permit/Business Permit
3. Income Tax Return
4. Certificate of PhilGEPS Registration
5. Omnibus Sworn Statement

### **Supply & Delivery of Office Supplies**

**66,545.88**

- 50 reams Book paper, letter size, S-24, 80 gsm
- 15 pcs Mechanical pencil (black) for .5 mm lead
- 5 boxes BALLpen (black)
- 1 pc calculator, Canon big, 5" x 7"
- 3 pcs Tape dispenser
- 15 boxes Mongol pencil # 2
- 50 pcs Correction Tape, pen type
- 24 pcs Battery size AA
- 3 pcs Stapler, HD, standard
- 24 pad post it/sticky note 3" x 4", 100
- 24 boxes paper clip, colored, big
- 2 pcs TK 1147 Toner, KYOCERA
- 2 pcs Canon cartridge 313
- 3 pcs Computer Numeric pad
- 6 pcs HP Laser jet P1102

**Note:** Bidders must quote in all items in a **Sealed Envelope** together with the eligibility requirements such as:

1. Registration certificate from SEC, DTI, CDA, FPA
2. Mayor's permit/Business Permit
3. Income Tax Return
4. Certificate of PhilGEPS Registration
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### **Supply & Delivery of Native Chicken**

**360,000.00**

- 720 head **Native chicken**
  - Specs:
    - 72 male
    - 648 female
    - 1.5 – 1.8 kilos
- Delivery period: 45 days
- Delivery site: LGU's Region wide ( 12 sites)

#### **Additional requirements:**

- must be **BAI Registered** (Livestock Dealer) with **BAI Certificate**
- Dewormed
- Vaccinated with NCD with Vet. Certificate
- Technical Support from Veterinary

**Note:** Bidders must quote in all items in a **Sealed Envelope** together with the eligibility requirements such as:

1. Registration certificate from SEC, DTI, CDA, FPA
2. Mayor's permit/Business Permit
3. Income Tax Return
4. Certificate of PhilGEPS Registration
5. Omnibus Sworn Statement

132 head **Native Pigs**

Specs:

- 12 male
- 120 female
- 3 – 4 months
- 18-20 kilos

Delivery period: 45 days

Delivery site: LGU's Region wide ( 12 sites)

**Additional requirements:**

- must be **BAI Registered** (Livestock Dealer) with **BAI Certificate**
- Dewormed
- Veterinary Certificate (Vaccinated with Hog Cholera)
- Technical Support from Veterinary

**Note:** Bidders must quote in all items in a **Sealed Envelope** together with the eligibility requirements such as:

1. Registration certificate from SEC, DTI, CDA, FPA
2. Mayor's permit/Business Permit
3. Income Tax Return
4. Certificate of PhilGEPS Registration
5. Omnibus Sworn Statement

Issuance of bidding documents: January 26, 2017 8:00am-5:00pm at BAC Secretariat

Deadline for submission of bids February 2, 2017 8:am-2:00pm at BAC Secretariat

Opening of Bids : February 2, 2017 2:00pm, 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).

The Department of Agriculture RFO-XII reserves the right to reject any or all bids or parts thereof, waives any formality, to accept bids considered complying and most advantageous to the government, assumes no obligation to compensate or indemnify the bidder for expenses or losses that it may have incurred in the preparation of bids, and does not guarantee that an award will be made.

**JOHN B. PASCUAL, DVM**  
Chairman, Bids and Awards Committee