



**REQUEST FOR PROPOSAL (RFP)**  
**Services of a Firm for the Conduct of Multi-Ecosystem Assessment of the Flood Protection Service for the Coastal Resilience Project**

	DATE: <b>February 6, 2019</b>
	REFERENCE: <b>RFP-031-PHL-2019</b>

Dear Sir / Madam:

We kindly request you to submit your Proposal for the services of a **for the Conduct of Multi-Ecosystem Assessment of the Flood Protection Service for the Coastal Resilience Project**.

Please be guided by the form attached hereto as Annex 2, in preparing your Proposal.

Proposals may be submitted on or before **Wednesday, February 20, 2019** and via email, courier mail or fax to the address below:

**United Nations Development Programme**  
**15<sup>th</sup> Floor North Tower, Rockwell Buisness Center Sheridan,**  
**Sheridan Street corner United Street highway Hills, 1550 Mandaluyong City**  
**The Procurement Unit | Mr. Joseph S. Pangilinan**  
**Mobile : 63.917.7961975;**  
**Email address: [procurement.ph@undp.org](mailto:procurement.ph@undp.org)**

Your Proposal must be expressed in English, and valid for a minimum period of 120 days.

In the course of preparing your Proposal, it shall remain your responsibility to ensure that it reaches the address above on or before the deadline. Proposals that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your Proposal by email, kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted files.

Services proposed shall be reviewed and evaluated based on completeness and compliance of the Proposal and responsiveness with the requirements of the RFP and all other annexes providing details of UNDP requirements.

The Proposal that complies with all of the requirements, meets all the evaluation criteria and offers the best value for money shall be selected and awarded the contract. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price shall be re-computed by UNDP, and the unit price shall prevail and the total price shall be corrected. If the Service Provider does not accept the final price based on UNDP's re-computation and correction of errors, its Proposal will be rejected.

No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the Proposal. At the time of Award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Contract or Purchase Order that will be issued as a result of this RFP shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a Proposal implies that the Service Provider accepts without question the General Terms and Conditions of UNDP, herein attached as Annex 3.

Please be advised that UNDP is not bound to accept any Proposal, nor award a contract or Purchase Order, nor be responsible for any costs associated with a Service Providers preparation and submission of a Proposal, regardless of the outcome or the manner of conducting the selection process.

UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a Purchase Order or Contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link:

<http://www.undp.org/content/undp/en/home/operations/procurement/protestandsanctions/>

UNDP encourages every prospective Service Provider to prevent and avoid conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, cost estimates, and other information used in this RFP.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to preventing, identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its Service Providers to adhere to the UN Supplier Code of Conduct found in this link : [http://www.un.org/depts/ptd/pdf/conduct\\_english.pdf](http://www.un.org/depts/ptd/pdf/conduct_english.pdf)

Thank you and we look forward to receiving your Proposal.

Sincerely yours,

**Alka Aneja**  
Procurement Team Leader  
2/6/2019

# Annex 1

## Description of Requirements

Context of the Requirement	<b>Conduct of Multi-Ecosystem Assessment of the Flood Protection Service for the Coastal Resilience Project</b>
Implementing Partner of UNDP	<b>Department of Environment and Natural Resources (DENR)</b>
Brief Description of the Required Services <sup>1</sup>	<p><b>The firm will conduct a sensitivity analysis or a modelling of the tropical cyclone induced coastal flooding to different climatic and ecosystem scenarios and the effect in the socio-economic environmental in the Philippines. Spatially, the said modelling will cover the whole country. Specifically, the sensitivity analysis should consider the required parameters below:</b></p> <ul style="list-style-type: none"> <li>• <b>Three climate scenarios (current situation and two time horizons with one single Representative Concentration Pathway (RCP), i.e., RCP 8.5;</b></li> <li>• <b>Increasing tropical cyclone intensity and one Sea Level Rise (SLR) scenario; and</b></li> <li>• <b>Four ecosystem scenarios (with the three ecosystems, without coral reefs, without mangroves, without seagrasses, without the 3 ecosystems).</b></li> </ul> <p><b>The firm will draft a written report on the results and analysis of the modelling.</b></p>
List and Description of Expected Outputs to be Delivered	<ul style="list-style-type: none"> <li>• <b>Total Water Level maps at 200m-1km resolution along the coast for Tr=10, 25, 50- and 100-year return period and for each single scenario</b></li> <li>• <b>Flood maps at the same resolution than the topography data and for each single scenario</b></li> <li>• <b>Annual Expected Damages &amp; Benefits to “people” and “property”; aggregated at different spatial scales: from national (total) to local (20 km spatial units).</b></li> <li>• <b>Damages and Benefits per return period to “people” and “property”; aggregated at different spatial scales: from national (total) to local (20 km spatial units).</b></li> <li>• <b>Final Report</b></li> </ul> <p><b>Shape files of all maps generated</b></p>
Person to Supervise the Work/Performance of the Service Provider	<b>The Consultant will report to the Team Leader of the Inclusive and Sustainable Development (ISD) Unit of the UNDP Country Office and will be working closely with the Regional Technical Advisor – Climate Change Adaptation and Regional Team Leader, Global Environmental Finance Unit.</b>
Frequency of Reporting	<b><i>as required, per TOR</i></b>
Progress Reporting Requirements	<b><i>as required, per TOR</i></b>

<sup>1</sup> A detailed TOR may be attached if the information listed in this Annex is not sufficient to fully describe the nature of the work and other details of the requirements.

Location of work	<input checked="" type="checkbox"/> <b>At Contractor's Location</b>
Expected duration of work	<b>2 months</b>
Target start date	<b>04 March 2019</b>
Latest completion date	<b>03 May 2019</b>
Travels Expected	<b>Not Applicable</b>
Facilities to be Provided by UNDP (i.e., must be excluded from Price Proposal)	<input checked="" type="checkbox"/> <b>None.</b>
Implementation Schedule indicating breakdown and timing of activities/sub-activities	<input checked="" type="checkbox"/> <b>Required</b>
Names and curriculum vitae of individuals who will be involved in completing the services	<input checked="" type="checkbox"/> <b>Required. Please refer to Annex 5 for the sample form</b>
Currency of Proposal	<input type="checkbox"/> United States Dollars <input type="checkbox"/> Euro <input checked="" type="checkbox"/> <b>Local Currency: Philippine Peso</b>
Value Added Tax on Price Proposal	<input checked="" type="checkbox"/> <b>must be inclusive of VAT and other applicable indirect taxes</b>
Validity Period of Proposals <i>(Counting for the last day of submission of quotes)</i>	<input checked="" type="checkbox"/> <b>120 days</b>  <b>In exceptional circumstances, UNDP may request the Proposer to extend the validity of the Proposal beyond what has been initially indicated in this RFP. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Proposal.</b>

Partial Quotes	<input checked="" type="checkbox"/> Not permitted											
Payment Terms	<p>The selected service provider shall be remunerated based on the following schedule of payment:</p> <table><tr><th>Deliverables</th><th>% Payment</th><th>Submission date</th></tr><tr><td>Upon submission and acceptance of the following by UNDP:<ul style="list-style-type: none"><li>Total Water Level maps at 200m-1km resolution along the coast for Tr=10, 25, 50 and 100 year return period and for each single scenario</li><li>Flood maps at the same resolution than the topography data and for each single scenario</li></ul></td><td>50% of total contract amount</td><td>1<sup>st</sup> month</td></tr><tr><td>Upon submission and acceptance of the following by UNDP:<ul style="list-style-type: none"><li>Annual Expected Damages &amp; Benefits to “people” and “property”; aggregated at different spatial scales: from national (total) to local (20 km spatial units).</li><li>Damages and Benefits per return period to “people” and “property”; aggregated at different spatial scales: from national (total) to local (20 km spatial units).</li><li>Final Report</li><li>Shape files of all maps generated</li></ul></td><td>50% of total contract amount</td><td>2<sup>nd</sup> month</td></tr></table>			Deliverables	% Payment	Submission date	Upon submission and acceptance of the following by UNDP: <ul style="list-style-type: none"><li>Total Water Level maps at 200m-1km resolution along the coast for Tr=10, 25, 50 and 100 year return period and for each single scenario</li><li>Flood maps at the same resolution than the topography data and for each single scenario</li></ul>	50% of total contract amount	1 <sup>st</sup> month	Upon submission and acceptance of the following by UNDP: <ul style="list-style-type: none"><li>Annual Expected Damages &amp; Benefits to “people” and “property”; aggregated at different spatial scales: from national (total) to local (20 km spatial units).</li><li>Damages and Benefits per return period to “people” and “property”; aggregated at different spatial scales: from national (total) to local (20 km spatial units).</li><li>Final Report</li><li>Shape files of all maps generated</li></ul>	50% of total contract amount	2 <sup>nd</sup> month
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Person(s) to review/inspect/ approve outputs/comple ted services and authorize the disbursement of payment	Team Leader of ISD											
Criteria for Contract Award	<input checked="" type="checkbox"/> Highest Combined Score (based on the 70% technical offer and 30% price weight distribution), where 700 points is the minimum passing score for the Technical Proposal. <input checked="" type="checkbox"/> Full acceptance of the UNDP Contract General Terms and Conditions (GTC). This is a mandatory criterion and cannot be deleted regardless of the nature of services required. Non- acceptance of the GTC may be grounds for the rejection of the Proposal.											
	Technical Proposal (1,000 pts. = 70%)											

Criteria for the Assessment of Proposal	<input checked="" type="checkbox"/> <b>Expertise of the Firm 300pts.</b> <input checked="" type="checkbox"/> <b>Methodology, Its Appropriateness to the Condition and Timeliness of the Implementation Plan 400pts.</b> <input checked="" type="checkbox"/> <b>Qualification of Key Personnel 300pts.</b>  <u><b>Financial Proposal (30%)</b></u>  <b>To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNDP.</b>
UNDP will award the contract to:	<input checked="" type="checkbox"/> <b>One and only one Service Provider</b>
Type of Contract to be Signed	<input checked="" type="checkbox"/> <b>Contract Face Sheet (Goods and-or Services) UNDP</b>
Contract General Terms and Conditions <sup>2</sup>	<input checked="" type="checkbox"/> <b>General Terms and Conditions for de minimi contracts</b>  <b>Applicable Terms and Conditions are available at:</b> <a href="http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html">http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html</a>
Annexes to this RFP <sup>3</sup>	<input checked="" type="checkbox"/> <b>Form for Submission of Proposal (Annex 2)</b> <input checked="" type="checkbox"/> <b>Detailed TOR (Annex 3)</b> <input checked="" type="checkbox"/> <b>Others<sup>4</sup></b> <b>Annex 4 – Previous Relevant Experience/Track record</b> <b>Annex 5 – Format for CV of Proposed Key Resources</b> <b>Annex 6 – Vendor /Person Profile Form</b>
Contact Person for Inquiries (Written inquiries only)	[Name] : <b>Joseph Pangilinan</b> [Designation] : <b>Procurement Assistant</b> + <b>Mobile : +639177961975</b> [Email] : <a href="mailto:procurement.ph@undp.org">procurement.ph@undp.org</a>  Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.

<sup>2</sup> Service Providers are alerted that non-acceptance of the terms of the General Terms and Conditions (GTC) may be grounds for disqualification from this procurement process.

<sup>3</sup> Where the information is available in the web, a URL for the information may simply be provided.

<sup>4</sup> A more detailed Terms of Reference in addition to the contents of this RFP may be attached hereto.

Eligibility	<p>As part of eligibility review, kindly upload the following documents in the e-tendering site:</p> <ul style="list-style-type: none"> <li>• Company Profile</li> <li>• Valid Business Licenses – Registration Papers, Tax Payment Certification, etc</li> <li>• Latest Audited Financial Statement (2017) – income statement and balance sheet to indicate its financial stability, liquidity, credit standing, and market reputation, etc.</li> <li>• Track Record – list of clients for similar services as those required by UNDP, indicating description of contract scope, contract duration, contract value, contact references</li> <li>• Certificates and Accreditation – including Quality Certificates, Patent Registrations, Environmental Sustainability Certificates, etc, if any</li> <li>• Written Self-Declaration that the company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List</li> <li>• Vendor Profile Form (Kindly submit Copy of any of the following as proof of bank account ownership - bank statement / bank certification /bank book / online screenshot of account showing the following details only: Bank Name, Account Name and Account number. Please do not send your transaction details.</li> </ul>
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FORM FOR SUBMITTING SERVICE PROVIDER'S PROPOSAL<sup>5</sup>

*(This Form must be submitted only using the Service Provider's Official Letterhead/Stationery<sup>6</sup>)*

[insert: Location].

[insert: Date]

To: [insert: Name and Address of UNDP focal point]

Dear Sir/Madam:

We, the undersigned, hereby offer to render the following services to UNDP in conformity with the requirements defined in the RFP dated [specify date] , and all of its attachments, as well as the provisions of the UNDP General Contract Terms and Conditions:

**A. Qualifications of the Service Provider**

*The Service Provider must describe and explain how and why they are the best entity that can deliver the requirements of UNDP by indicating the following:*

- a) Profile – describing the nature of business, field of expertise, licenses, certifications, accreditations;*
- b) Business Licenses – Registration Papers, Tax Payment Certification, etc.*
- c) Latest Audited Financial Statement – income statement and balance sheet to indicate Its financial stability, liquidity, credit standing, and market reputation, etc. ;*
- d) Track Record – list of clients for similar services as those required by UNDP, indicating description of contract scope, contract duration, contract value, contract references;*
- e) Certificates and Accreditation – including Quality Certificates, Patent Registrations, Environmental Sustainability Certificates, etc.*
- f) Written Self-Declaration that the company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List.*

**B. Proposed Methodology for the Completion of Services**

*The Service Provider must describe how it will address/deliver the demands of the RFP; providing a detailed description of the essential performance characteristics, reporting conditions and quality assurance mechanisms that will be put in place, while demonstrating that the proposed methodology will be appropriate to the local conditions and context of the work.*

<sup>5</sup> This serves as a guide to the Service Provider in preparing the Proposal.

<sup>6</sup> Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes



C. **Qualifications of Key Personnel**

*If required by the RFP, the Service Provider must provide:*

- a) *Names and qualifications of the key personnel that will perform the services indicating who is Team Leader, who are supporting, etc.;*
- b) *CVs demonstrating qualifications must be submitted if required by the RFP; and*
- c) *Written confirmation from each personnel that they are available for the entire duration of the contract.*

D. **Cost Breakdown per Deliverable\***

	<b>Deliverables</b> <i>[list them as referred to in the RFP]</i>	<b>Percentage of Total Price</b> <i>(Weight for payment)</i>	<b>Price</b> <i>(Lump Sum, All Inclusive)</i>
1	Deliverable 1		
2	Deliverable 2		
3	....		
	Total	100%	

*\*This shall be the basis of the payment tranches*

E. **Cost Breakdown by Cost Component [This is only an Example]:**

<b>Description of Activity</b>	<b>Remuneration per Unit of Time</b>	<b>Total Period of Engagement</b>	<b>No. of Personnel</b>	<b>Total Rate</b>
<b>I. Personnel Services</b>				
1. Services from Home Office				
a. Expertise 1				
b. Expertise 2				
2. Services from Field Offices				
a. Expertise 1				
b. Expertise 2				
3. Services from Overseas				
a. Expertise 1				
b. Expertise 2				
<b>II. Out of Pocket Expenses</b>				
1. Travel Costs				
2. Daily Allowance				
3. Communications				
4. Reproduction				
5. Equipment Lease				
6. Others				
<b>III. Other Related Costs</b>				

*[Name and Signature of the Service Provider's Authorized Person]*

*[Designation]*

*[Date]*

## **Terms of Reference**

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### **Consultant (Firm) for the Conduct of Multi-Ecosystem Assessment of the Flood Protection Service for the Coastal Resilience Project Proposal**

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#### **1. Background Information and Rationale, Project Description**

The DENR has submitted the Concept Note on “Strengthening the Resilience of the Most Vulnerable Coastal Communities to Climate Change in the Philippines’ Eastern Seaboard” or Coastal Resilience Project (CRP) to the GCF last May 2017 with United Nations Development Programme (UNDP) as the Accredited Entity (AE). GCF provided comments on the Concept Note and advised to proceed with the development of the funding proposal. In line with this, several stakeholder consultations at the national and local levels have been completed as part of the project preparation phase. Drafts of the funding proposal and feasibility study have been prepared.

With UNDP as the AE, it has been supporting the DENR in drafting the funding proposal and feasibility study. One of the aspects of the funding proposal which needs to be strengthened is the climate rationale of the project design. GCF is keen on ensuring that all funding proposals approved by the organization are with strong climate rationale.

#### **2. Specific Objectives**

To strengthen the climate rationale of the said funding proposal, a modelling has to be undertaken to quantify the flood protection services of coral reefs, mangroves and seagrasses in different climate scenarios. Results are expected to be provided in socio-economic terms and expressed in Annual Expected and Return Period Damages and Benefits. With the multi-disciplinary approach needed for this task, a firm will be engaged to develop the said model and generate results that will serve as inputs to the CRP proposal.

#### **3. Scope of Work**

The firm will conduct a sensitivity analysis or a modelling of the tropical cyclone induced coastal flooding to different climatic and ecosystem scenarios and the effect in the socio-economic environmental in the Philippines. Spatially, the said modelling will cover the whole country. Specifically, the sensitivity analysis should consider the required parameters below:

- Three climate scenarios (current situation and two time horizons with one single Representative Concentration Pathway (RCP), i.e., RCP 8.5;
- Increasing tropical cyclone intensity and one Sea Level Rise (SLR) scenario; and
- Four ecosystem scenarios (with the three ecosystems, without coral reefs, without mangroves, without seagrasses, without the 3 ecosystems).

The firm will draft a written report on the results and analysis of the modelling.

#### 4. Approach and Methodology

There are three Components of this assignment.

- Data collection. The Consultant will be responsible to gather the necessary data, e.g., topography, coastline and ecosystem data, to perform the modelling as described above.
- Development of the model. The Consultant will develop the model that will quantify the current and future flood protection service provided by coral reefs, mangroves and seagrasses against tropical cyclones.
- Generation of results, analysis and report writing. The Consultant is expected to generate shape files of the results and a written report of the whole modelling process, summary of results and analysis.

#### 5. Deliverables and Scheduled/Expected Outputs

Below are the required activities and expected outputs (deliverables), based on the objectives and scope of work stated above:

Deliverables	Estimated Duration to Complete	Timeframe	Review and Approvals Required
<ul style="list-style-type: none"><li>• Total Water Level maps at 200m-1km resolution along the coast for Tr=10, 25, 50 and 100 year return period and for each single scenario</li><li>• Flood maps at the same resolution than the topography data and for each single scenario</li></ul>	One month	March 30, 2019	Review and approval of the Inclusive and Sustainable Development Manager, UNDP CO
<ul style="list-style-type: none"><li>• Annual Expected Damages &amp; Benefits to “people” and “property”; aggregated at different spatial scales: from national (total) to local (20 km spatial units).</li><li>• Damages and Benefits per return period to “people” and “property”; aggregated at different spatial scales: from national (total) to local (20 km spatial units).</li><li>• Final Report</li><li>• Shape files of all maps generated</li></ul>	One month	April 30, 2019	Review and approval of the Inclusive and Sustainable Development Manager, UNDP CO

## 6. Key Performance Indicators and Service Level

Key performance indicators for this assignment include the following:

- Completeness of required maps (in shape files) generated;
- Annual expected damages and benefits to people and property quantified;
- Damages and benefits per return period to people and property quantified; and
- Completeness and thoroughness of the Final Report submitted.

## 7. Governance and Accountability

The Consultant will report to Manager of the Inclusive and Sustainable Development Unit of the UNDP Country Office and will be working closely with the Regional Technical Advisor – Climate Change Adaptation and Regional Team Leader, Global Environmental Finance Unit.

The deliverables shall be submitted to the Manager of the Inclusive and Sustainable Development Unit of the UNDP Country Office. All of the deliverables are subject to approval from Manager of the Inclusive and Sustainable Development Unit of the UNDP Country Office to process payments to the Consultant.

## 8. Expected Duration of the Contract/Assignment

To undertake the tasks, the Consultant shall be engaged for a period equivalent to 2 months commencing upon signing of the contract and will be valid until all outputs have been delivered and accepted. The said agreement is expected to be completed by 03 May 2019.

## 9. Duty Station

The Consultant will be engaged on an output-based arrangement. This assignment will entail no travel.

## 10. Professional Qualifications of the Successful Contractor and Its Key Personnel

- Team Composition
  - The Consulting Team will be composed of a Project Team Leader and Specialists with expertise on coastal impacts and ecosystem services, environmental economics and GIS.
  - Given the expected process and deliverables, the Consulting firms shall provide a description of Team organization, roles and responsibilities as well as time allocation for the different experts. The Consultant shall also discuss the coordination, monitoring and reporting responsibilities of the Team members.
  - The CVs of the Team Leader and key experts will be evaluated based on the criteria below:
    - General qualifications (general education, training and experience); and
    - Adequacy for the assignment (relevant education, training, experience in the sector/similar assignments).

<b>Requirements / Experience of Firm:</b>	<ul style="list-style-type: none"><li>• Valid business registration</li><li>• Minimum 5 years of experience in developing ecosystem-based and climate change modelling</li><li>• Sound financial records</li><li>• No litigation and arbitration history</li><li>• Proven track record, technical expertise, human resources, and</li></ul>
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	operational capacity to undertake assignments of similar nature	
<b>Experience of Personnel</b>		
Project Team Leader		<ul style="list-style-type: none"><li>• Has a postgraduate degree in marine affairs, environment, economics or relevant field;</li><li>• At least 5 years of experience in conducting studies on coastal impacts and risk modelling vis-à-vis climate change adaptation; and</li><li>• Demonstrated leadership on carrying out technical consulting work and production of reports related to coastal zone management and engineering.</li></ul>
Coastal Impacts and Ecosystem Services Specialist		<ul style="list-style-type: none"><li>• Has a postgraduate degree in marine affairs, environment, economics or relevant field;</li><li>• At least 5 years of experience in conducting studies on climate risks in coastal areas specifically impacts modeling; and</li><li>• Specialized knowledge on ecosystem service valuation, coastal management, risk reduction and climate change impacts.</li></ul>
Environmental Specialist	Economics	<ul style="list-style-type: none"><li>• Has a postgraduate degree in marine affairs, environment, economics or relevant field;</li><li>• At least 5 years of experience in conducting studies on climate change vulnerability and risks using environmental cost-benefit analysis; and</li><li>• Specialized knowledge on ecosystem service valuation, environmental investments, climate change, and risk analysis.</li></ul>
GIS Specialist		<ul style="list-style-type: none"><li>• Has a bachelor’s degree in marine affairs, environment, geography or relevant field;</li><li>• At least 3 years of experience in conducting studies on creation, analysis, and validation of geospatial information related to climate change and environmental management; and</li><li>• Specialized knowledge on the usage of GIS and its associated tools.</li></ul>

## 11. Price and Schedule of Payments

Deliverables	% Payment
<ul style="list-style-type: none"> <li>• Total Water Level maps at 200m-1km resolution along the coast for Tr=10, 25, 50- and 100-year return period and for each single scenario</li> <li>• Flood maps at the same resolution than the topography data and for each single scenario</li> </ul>	50% of total contract amount
<ul style="list-style-type: none"> <li>• Annual Expected Damages &amp; Benefits to “people” and “property”; aggregated at different spatial scales: from national (total) to local (20 km spatial units).</li> </ul>	50% of total contract amount

<ul style="list-style-type: none"> <li>• Damages and Benefits per return period to “people” and “property”; aggregated at different spatial scales: from national (total) to local (20 km spatial units).</li> <li>• Final Report</li> <li>• Shape files of all maps generated</li> </ul>	
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## 12. Criteria for Evaluation

Combined Scoring Method, using the 70%-30% distribution for technical and financial proposals, respectively, where the minimum passing score of technical proposal is 700 points.

Technical Proposal Evaluation Criteria		Points Obtainable
1.	Bidder’s qualification, capacity and experience / Expertise of the Firm	300
2.	Proposed Methodology, Approach and Implementation Plan	400
3.	Management Structure and Key Personnel	300
	<b>Total</b>	<b>1000</b>

Section 1. Bidder’s qualification, capacity and experience		Points obtainable
1.1	Relevance of specialized knowledge and experience on similar engagements done in the region/country	300
<b>Total Section 1</b>		<b>300</b>

Section 2. Proposed Methodology, Approach and Implementation Plan		Points obtainable
2.1	Understanding of the requirement: Have the important aspects of the task been addressed in sufficient detail? Are the different components of the project adequately weighted relative to one another?	200
2.2	Description of available performance monitoring and evaluation mechanisms and tools; how they shall be adopted and used for a specific requirement	100
2.3	Assessment of the implementation plan proposed including whether the activities are properly sequenced and if these are logical and realistic	100
<b>Total Section 2</b>		<b>400</b>

Section 3. Management Structure and Key Personnel			Points obtainable
3.1	Composition and structure of the team proposed. Are the proposed roles of the management and the team of key personnel suitable for the provision of the necessary services?		100
3.2	Qualifications of key personnel proposed		
3.2 a	Project Team Leader		50
	Educational qualification (20 points obtainable for doctorate degree, 14 points for master's degree, 7 points for bachelor's degree)	20	
	Relevance of experience in conducting studies on coastal impacts and risk modelling vis-à-vis climate change adaptation (Minimum 21 points for 5 years' experience, additional points for additional years of experience, maximum of 30 points)	30	
3.2 b	Coastal Impacts and Ecosystem Services Specialist		50
	Educational qualification (20 points obtainable for doctorate degree, 14 points for master's degree, 7 points for bachelor's degree)	20	
	Relevance of experience including specialized knowledge on ecosystem service valuation, coastal management, risk reduction and climate change impacts (Minimum 21 points for 5 years' experience, additional points for additional years of experience, maximum of 30 points)	30	
3.2 c	Environmental Economics Specialist		50
	Educational qualification (20 points obtainable for doctorate degree, 14 points for master's degree, 7 points for bachelor's degree)	20	
	Relevance of experience including on ecosystem service valuation, environmental investments, climate change, and risk analysis (Minimum 21 points for 5 years' experience, additional points for additional years of experience, maximum of 30 points)	30	
3.2 d	GIS Specialist		50
	Educational qualification (20 points obtainable for Bachelor's degree related to indicated field of study, 10 points for Bachelor's degree unrelated to indicated field of study)	20	
	Relevance of experience and Specialized knowledge on the usage of GIS and its associated tools (Minimum 21 points for 3 years' experience, additional points for additional years of experience, maximum of 30 points)	30	
Total Section 3			300

**Previous Relevant Experience/Track Record**

Please list only previous similar 5 assignments successfully completed in the last 5 years.

List only those assignments for which the Bidder was legally contracted or sub-contracted by the Client as a company or was one of the Consortium/JV partners. Assignments completed by the Bidder's individual experts working privately or through other firms cannot be claimed as the relevant experience of the Bidder, or that of the Bidder's partners or sub-consultants, but can be claimed by the Experts themselves in their CVs. The Bidder should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so requested by UNDP.

Project name & Country of Assignment	Client & Reference Contact Details	Contract Value	Period of activity and status	Types of activities undertaken



## Format for CV of Proposed Key resources

<b>Name of Personnel</b>	[Insert]
<b>Contact Details</b>	<ul style="list-style-type: none"> <li>▪ Present/Home Address: [Insert]</li> <li>▪ Email Address: [Insert]</li> <li>▪ Contact Numbers: [Insert]</li> </ul>
<b>Key achievements related to this assignment</b>	[Insert]
<b>Nationality</b>	[Insert]
<b>Language proficiency</b>	[Insert]
<b>Education/ Qualifications</b>	<p><i>[Summarize college/university and other specialized education of personnel member, giving names of schools, dates attended, and degrees/qualifications obtained.]</i></p> <p>[Insert]</p>
<b>Professional certifications</b>	<p><i>[Provide details of professional certifications relevant to the scope of services]</i></p> <ul style="list-style-type: none"> <li>▪ Name of institution: [Insert]</li> <li>▪ Date of certification: [Insert]</li> </ul>
<b>Employment Record/ Experience</b>	<p><i>[List all positions held by personnel (starting with present position, list in reverse order), giving dates, names of employing organization, title of position held and location of employment. For experiences, detail the type of activities performed, degree of responsibilities, location of assignments and any other information or professional experience considered pertinent for this assignment.]</i></p> <ul style="list-style-type: none"> <li>▪ Name of institution: [Insert]</li> <li>▪ Date of Employment: [Insert]</li> <li>▪ Position: [Insert]</li> <li>▪ Details of activities/functions performed: [Insert]</li> </ul> <ul style="list-style-type: none"> <li>▪ Name of institution: [Insert]</li> <li>▪ Date of Employment: [Insert]</li> <li>▪ Position: [Insert]</li> <li>▪ Details of activities/functions performed: [Insert]</li> </ul> <ul style="list-style-type: none"> <li>▪ Name of institution: [Insert]</li> <li>▪ Date of Employment: [Insert]</li> <li>▪ Position: [Insert]</li> <li>▪ Details of activities/functions performed: [Insert]</li> </ul>
<b>References</b>	<p><i>[Provide names, addresses, phone and email contact information for two (2) references]</i></p> <p>Reference 1: [Insert]</p> <p>Reference 2: [Insert]</p>




I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe my qualifications, my experiences, and other relevant information about myself and that I am available to undertake this project.

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Signature of Personnel

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Date (Day/Month/Year)

  	<h2 style="margin: 0;">Vendor /Person Profile Update</h2>
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SECTION 1 (For Internal Use only)		UN INFORMATION	
Requesting Person:	Date:	Atlas Vendor No:	
First Name / Last Name/Extension		UN Index No:	
VENDOR TYPE: <input type="checkbox"/> STAFF <input type="checkbox"/> SSA <input type="checkbox"/> SERVICE CONTRACT <input type="checkbox"/> MEETING PARTICIPANT <input type="checkbox"/> NGO <input type="checkbox"/> SUPPLIER <input type="checkbox"/> OTHER			
VENDOR APPROVER SIGNATURE: _____		DATE: _____	

Complete either Section 2 or Section 3 (not both)

SECTION 2      PERSON INFORMATION (For Individuals only)			
Last Name	First Name	Middle Name	
Nationality	Sex:   Male <input checked="" type="checkbox"/> Female <input type="checkbox"/>		
Address			
City,	State/Province/Country	Postal Code (ZIP)	Country
E-mail Address	Telephone Number	Fax Number	

SECTION 3      SUPPLIER INFORMATION (For Companies only)			
Company Name:	Parent Company Name (if applicable)	Web Site URL: (if applicable)	
Street Address			
City	State/Province/Country	Postal Code	Country   PHILIPPINES
Contact Person (MAIN ADDRESS)		Telephone	Fax
Name:			E-mail Address
Title:			

SECTION 4      BENEFICIARY BANKING INFORMATION			
Bank Name			
Bank ID:	For US banks only use whether: (9 digits) ACH <input type="checkbox"/> Fed wire <input type="checkbox"/>	SWIFT code 8 or 11 characters (required for overboard payments)	
Branch ID: (for Canadian Banks only) 9 digits routing no.		Branch Name:	
Street Address:			
City	State/Province	Postal Code	Country

SECTION 5      BENEFICIARY BANK ACCOUNT DETAILS			
Account Name: (name as it appears on bank account)		Bank Account Currency <input type="checkbox"/> US\$ <input type="checkbox"/> Other (PLEASE INDICATE)	
Bank Account No.: (ENTER WITH NO PUNCTUATION, NO DOTS, DASHES OR SPACES)		Account Type: <input type="checkbox"/> Checking <input type="checkbox"/> Savings	
IBAN (European Banks)			
Transit Code (5 digit) Canadian Banks	Sort Code (6 digits) UK Banks	BSB code (6 digit) Australia Banks	
Bank Information for Intermediary/Correspondent Bank (if applicable)			
Name of Bank:		Address of Bank:	
Bank Account No (of beneficiary bank with intermediary bank)		SWIFT Code:	FED WIRE No. (US BANKS ONLY)

I, _____, in my capacity as _____, hereby authorize the agency to direct	
payments for goods and services to the above account.	Signature: _____