



Call for Proposals from NGOs

CFP-079-PHL-2020

BIOFIN Tamaraw Crowdfunding Campaign (for RPA)

I. BACKGROUND

Since 2014, The United Nations Development Program through its Biodiversity Finance Initiative (BIOFIN) Project, has been supporting the Philippine Government in articulating the financial resources it needs to maintain a healthy biodiversity portfolio in-country. In particular, BIOFIN in collaboration with Department of Natural Resources Biodiversity Management Bureau has conducted the following assessments: 1) Policy and Institutional Review (PIR); 2) Public and Private Biodiversity Expenditure Review (PPBER); 3) Assessment of financial needs (cost and gap analysis of implementing Philippine Biodiversity Strategy and Action Plan (PBSAP)). These assessments significantly contributed to the development of a Biodiversity Finance Plan.

Based on insights gained from the results of the three BIOFIN assessments, this Plan acknowledges the importance of tapping additional financing to support the biodiversity agenda of the Philippines, mainly through its National Biodiversity Strategy and Action Plan (PBSAP), referred to henceforth in this Plan as the Philippine Biodiversity Strategy and Action Plan (PBSAP). This Plan is cognizant of the parallel challenges that could not be addressed by generating financing alone: thus, the Plan transcends the focus on generating additional resources and also identifies a range of “finance solutions” that leverage finance, fiscal and economic tools and strategies to improve the outcome of biodiversity objectives in the country. Financing solutions include a range of transformative actions: generating more financing to fund the PBSAP or associated planning documents; appropriate attribution of biodiversity expenditures in the budget; attaining cost effective budget execution by eradicating overlaps in biodiversity functions; eradicating expenditures that continue to or aggravate dissipation of biodiversity resources; and paving the groundwork for a responsive policy environment through greater awareness on biodiversity and biodiversity financing and enhancing institutional support towards monitoring of PBSAP.

Resource mobilization strategies targeting the citizenry are also highlighted given that the power of the crowd can muster a significant amount of resources for biodiversity conservation. In particular, a crowdfunding campaign called “Together for Tamaraws” for tamaraw conservation was launched. Tamaraws, which are endemic to the island of Mindoro, are critically endangered species whose population is at 480 heads based on a 2019 count. Habitat loss, hunting and poaching are the main threats. Twenty Four (24) rangers, half of which are indigenous peoples called Mangyan, regularly patrol 2,600 hectares within Mts. Iglit-Baco Natural Park. Many of them are on contractual basis and

their salaries are at times delayed. Thirty Five (35) wardens are Mangyans and serve as porters and guides for visitors. In these times of COVID-19 and enhanced community quarantine, the Tamaraw Conservation Program of the Department of Environment and Natural Resources will have to lay off 1 Mangyan ranger given the budget decrease while the 32 wardens have lost their source of income due to park closure. Despite these, the rangers are voluntarily patrolling to continue protecting the tamaraws and the wardens, do what they can to help. Funds raised will ensure employment for 1 Mangyan ranger and 32 wardens and their operating expenses for six (6) months.

The funds raised will be granted to a non-government organization that will enter into a responsible partnership agreement (RPA) with UNDP. This project is a partnership with DENR MIMAROPA Regional Office which directly supervises the Tamaraw Conservation Program.

This Call for Proposals (CFP) is specifically related to the UNDP **Biodiversity Finance Initiative (BIOFIN) Project**.

II. OBJECTIVES AND EXPECTED OUTPUTS/ DELIVERABLES

The objectives of this Call for Proposal:

- Develop a Work and Financial Plan with DENR MIMAROPA Regional Office and Tamaraw Conservation Program on the disbursement of funds raised through the crowdfunding campaign;
- Manage and disburse salaries to the tamaraw frontliners;
- Procure and distribute food packs to all tamaraw rangers and wardens;
- Procure and distribute field equipment to tamaraw rangers and wardens, as needed;
- Ensure timely and quality implementation of the Work and Financial Plan as agreed with DENR MIMAROPA Regional Office and Tamaraw Conservation Program; and
- Submit regular progress reports, including financial reports, to UNDP Country Office, DENR MIMAROPA Regional Office and Tamaraw Conservation Program.

Detailed objective and related outputs and deliverables are provided in the Terms of Reference – **Annex 1**

Final Beneficiaries

Tamaraw rangers and wardens in the island of Mindoro.

III. ELIGIBILITY & QUALIFICATION CRITERIA

- 1) The parameters that will determine whether a NGO is eligible to be considered by UNDP will be based on the NGO Request for Information (RFI) template and Capacity Assessment Checklist (CACHE). **NGOs who already submitted the information requested in the RFI do not have to resubmit it.**

- Request for Information template – **Annex 2**
- Capacity Assessment Checklist (CACHE) – **Annex 2**

IV. PROPOSAL

Proposed Methodology, Approach, quality assurance plan and Implementation Plan – this section should demonstrate the NGO's response to the Terms of Reference by identifying the specific components proposed, how the outputs/ delivery shall be addressed, as specified; providing a detailed description of the essential performance characteristics proposed; identifying the works/portions of the work that will be subcontracted.

Moreover the proposal should demonstrate how the proposed methodology meets or exceeds the TOR, while ensuring appropriateness of the approach to the local conditions and the rest of the project operating environment. This methodology must be laid out in an implementation timetable and a quality assurance.

Management Structure and Resource (Key Personnel) – This section should include the comprehensive description of the management structure and information regarding required resources including curriculum vitae (CVs) of key personnel that will be assigned to support the implementation of the proposed methodology, clearly defining the roles and responsibilities vis-à-vis the proposed methodology. CVs should establish competence and demonstrate qualifications in areas relevant to the TOR.

V. EVALUATION CRITERIA & METHODOLOGY

a) Proposals will be evaluated based on the following criteria:

- i. Geographical Access to Beneficiaries . NGO should be in close proximity of where the frontliners work (Occidental Mindoro)
- ii. Prominent player in the development community
- iii. Track record in developing innovative solutions and methodologies
- iv. Key leadership role in resolving development issues
- v. Experience in providing technical support to the Tamaraw Conservation Programme
- vi. NGO must have experience in managing cash disbursement projects;
- vii. It is essential that the NGO has established management and operational structure and systems to effectively and efficiently implement the required services by UNDP;
- viii. NGO must have qualified personnel experienced in the field of project implementation, management, monitoring and reporting.
- ix. The NGO should have completed and launched at least three (3) projects related to biodiversity in the last five (5) years
- x. NGO must have a functional expertise in the following:
 - Communication and advocacy
 - Design and implementation of biodiversity related projects/programs
 - Biodiversity research;
 - Organization management including planning, M&E and financial management.
- xi. NGO must have thematic expertise in the following:
 - Project management
 - Species conservation
 - Capacity development of partners related to biodiversity research and conservation.

b) **Evaluation methodology:**

The evaluation will be based on the criteria set forth in clause V.a .

c) **Budget size and duration**

Proposal amounts should range from a minimum of Php 491,900 to a maximum of Php 1,329,900. Management costs should form part of the financial proposal and pegged should not be more than 10% of the total project cost.

The amount requested in the proposal should be commensurate with the organization's administrative and financial management capabilities. In principle, project duration will not exceed six (6) months for the initial project implementation.

VI. SELECTION PROCESS:

The UNDP will review proposals through a five-step process: (i) determination of eligibility; (ii) technical review of eligible proposals; (iii) scoring and ranking of the eligible proposals based on the assessment criteria outlined in the previous section to identify highest ranking proposal; (iv) round of clarification (if necessary) with the highest scored proposal; and (v) Responsible Party Agreement (RPA) signature

VII. SUBMISSION PROCESS

Applicants shall bear all costs related to proposal preparation and submission.

Applicants must submit their proposals in one envelope to bids.ph@undp.org

- **Number of copies: 1**

The following documents must be submitted in order for the submission to be considered:

- 2) Technical Proposal;
- 3) Financial Proposal;
- 4) Documentation requested in the Request for Information (RFI)
- 5) Documentation requested in the Capacity Assessment Checklist (CACHE)
- 6) Audited financial statements for past two years, including management report and footnotes that accompany the financial statements

Only one submission per organization is allowed. Once the application is complete and submitted, revised versions of proposal documents will not be accepted.

Submission Deadline

Proposals, with supporting documents, should be submitted by **28 August 2020** Time **COB, Manila, Philippines**.

Potential applicants should refer to the "Frequent Asked Questions" posted in UNDP's website. For additional questions about the Call for Proposals Guidelines or application forms, please e-mail procurement.ph@undp.org

Note: UNDP reserves the right not to fund any proposals arising from this Call for Proposals

Estimate Competition Timeline

Below is an estimated timeline for this Call for Proposals.

August 13-28, 2020: Call for Proposal opens and relevant documents are posted online.
August 28, 2020: Deadline for organizations to submit proposals under this Call.
August 31-Sept. 2: Assessment and selection processes will take place.
Sept. 4, 2020: Earliest Selected applicant/s will be notified.

IMPORTANT ADDITIONAL INFORMATION

UNDP implements a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical practices, and obstruction. UNDP is committed to preventing, identifying and addressing all acts of fraud and corrupt practices against UNDP as well as third parties involved in UNDP activities. (See http://www.undp.org/content/dam/undp/library/corporate/Transparency/UNDP_Anti_Fraud_Policy_English_FINAL_june_2011.pdf and <http://www.undp.org/content/undp/en/home/operations/procurement/protestandsanctions/> for full description of the policies)

In responding to this Call for Proposals, UNDP requires all Proposers to conduct themselves in a professional, objective and impartial manner, and they must at all times hold UNDP's interests paramount. Proposers must strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. All Proposers found to have a conflict of interest shall be disqualified. Without limitation on the generality of the above, Proposers, and any of their affiliates, shall be considered to have a conflict of interest with one or more parties in this solicitation process, if they:

- * Are or have been associated in the past, with a firm or any of its affiliates which have been engaged UNDP to provide services for the preparation of the design, Terms of Reference, cost analysis/estimation, and other documents to be used in this competitive selection process;
- * Were involved in the preparation and/or design of the programme/project related to the services requested under this Call for Proposals; or
- * Are found to be in conflict for any other reason, as may be established by, or at the discretion of, UNDP.

In the event of any uncertainty in the interpretation of what is potentially a conflict of interest, proposers must disclose the condition to UNDP and seek UNDP's confirmation on whether or not such conflict exists.