



**SUPPLEMENTAL BID BULLETIN NO. 1**

December 13, 2017

**CLARIFICATIONS ON THE REQUEST FOR PROPOSAL FOR THE PROCUREMENT OF CONSULTING SERVICES FOR THE IMPLEMENTATION OF KNOWLEDGE MANAGEMENT ACTIVITIES REGARDING AGRI-ENTERPRISE DEVELOPMENT (AED) PROJECTS IN PRIORITY ARCS IN 19 ARCP II-ASSISTED PROVINCES IN THE PHILIPPINES**

This Supplemental Bid Bulletin No. 1 is issued to amend certain provisions of the Request for Proposal and to address the queries of the short-listed service providers that were raised during the pre-proposal conference that was held on December 8, 2017 relative to the above-mentioned subject.

Question/Clarification	Response to issues raised
<p>In reference to II Scope and Services            Management activities such as assessments of the outcome results of the high value vegetable production, the cacao production and marketing tie ups with KFI?  <b>Question/Clarification:</b></p> <ul style="list-style-type: none"> <li>• <b>Do they have a baseline and can we get a copy</b> <ul style="list-style-type: none"> <li>• <b>What other products/crops involved?</b></li> <li>• <b>Will projects to be considered target these areas?</b></li> </ul> </li> </ul>	<p><b>KFI tie up was just mentioned as an example, thus it is not necessary to get the baseline data of this project. The main focus of the KM will be on value adding enterprises supported by ARCP2 &amp; partner agencies.</b></p> <p><b>Attached are list of products</b>            (Please see attached – Annex A)</p>
<p>In reference to II Scope and Services            1 Assessment on ARCP II project</p> <ul style="list-style-type: none"> <li>• <b>What are these projects and areas?</b></li> </ul> <p><b>What level of assessment and specific format?</b></p>	<p><b>We are referring to the conduct of the End of Project Assessment seminar-workshop to be participated by key officials &amp; concerned technical personnel of DAR from ARCP2 covered provinces.</b></p> <p><b>We leave it to the BDS to design the format of the assessment for ARCP2 approval.</b></p>
<p>3 cross project visits to successful agri enterprises            (1) How many areas to be covered for the visit?</p>	<p><b>The BDS should be able to conduct at least 1 cross visit per island covering all ARC clusters assisted by ARCP2.</b></p>
<p>3 video documentaries</p> <ul style="list-style-type: none"> <li>• <b>What is the format of the documentaries? What is the expected output? Length? Style of presentation? Preferred examples we can use as reference? Per case study?</b></li> </ul>	<p><b>We expect the BDS to prepare the framework, story line, script, and length of the 3 video documentaries in consultation with the NPCO. As a recommendation, follow the standard length of video produced by government and private agencies on rural development projects.</b></p>

<p>One publication of the ARCP II experience</p> <ul style="list-style-type: none"> <li>• <b>Format of the document? Why do they mean by publication? Printed? Electronic? Book type? Magazine? Report Format?</b></li> </ul>	<p>The publication is book type, both printed and electronic. We expect the BDS to recommend the format for ARCP2 approval.</p>
<p>Item 4: Coordinate with ARCP II national, regional and provincial management staff regarding activities.</p> <ul style="list-style-type: none"> <li>• <b>Do we ask for permission before proceeding? Effect of delays due to slow response? Coordination with DAR? Or DAR will coordinate first before we proceed?</b></li> </ul>	<p>Based on agreed activities in the inception report, as finalized with DAR field offices and NPCO, the BDS can already proceed to conduct the said activities; just inform the concerned DAR officers.</p>
<p>Item 7: submit corresponding accomplishment reports to NPCO</p> <ul style="list-style-type: none"> <li>• <b>Is this different from the progress reports to be submitted? Every month?</b></li> </ul>	<p>The accomplishment reports to be submitted to the NPCO are the same reports to be submitted to DAR field offices.</p>
<p>5th page of the TOR In reference to III Deliverables and Mode of Payment</p> <p>2nd set of activities</p> <ul style="list-style-type: none"> <li>• <b>Why are the approved case studies selection criteria, framework, and outline, separate from the inception report? Is this a separate document?</b></li> </ul>	<p>Yes, the approved case studies framework is a separate document from the inception report. The inception report discusses specific activities and outputs while the case studies selection criteria and framework can only be prepared after discussion with NPCO &amp; DAR field offices</p>
<p>7th page of the TOR In reference to IV Business Provider/Consultants Expertise, B. Qualification Requirements of Consultants to be deployed with Six Man-months each: item 3: Three video documentary makers</p> <ul style="list-style-type: none"> <li>• <b>There are different types of documentary makers (e.g. Director, Video Editor, Scriptwriter, and Cameraman) Do the requirements (stated in the TOR) apply to all types or just a particular documentary maker? If it applies to a particular type, please advise which type is DAR referring to. If otherwise, kindly confirm that ASCEND has the freehand to select the personnel to be involved in the project as long as its meets the requirement</b></li> </ul>	<p>ASCEND has the freehand to select the personnel who have the track for ARCP2 approval. record and capability in preparing documentary films.</p>

The foregoing shall form an integral part of the Bid Documents and supersede previous issuances relative to the subject procurement.

Approved by:

  
**HERMINIA FEB. SAN JUAN**  
 Chairperson, Bids & Awards Committee

# ANNEX ~ A

Province	Value Adding Projects
1. Mindoro Oriental	1. Seaweed Processing: Noodles, pickles, soap 2. Organic Rice
2. Romblon	3. Ginger Salabat
3. Palawan (ARC Cluster)	4. Vermiculture 5. Goat Raising
4. Camarines Sur	6. Marinated Boneless Bangus
5. Sorsogon	7. Peanut Confectionary (Molido and Brittle)
6. Camarines Norte	8. Coco Coir Processing
7. Negros Occidental	9. Organic Rice
8. Leyte	10. Dried Fish Processing
10. Western Samar	12. Seaweed Noodles 13. Seaweed Pickles
11. Northern Samar	14. Piñato Making
12. Zamboanga del Sur	15. Organic SRI Rice
13. Zamboanga Sibugay	16. Herbal Products
14. Zamboanga del Norte	17. SRI Organic Rice
15. Lango del Sur	18. Turmeric-based Tea
16. Basilan	19. Coffee Production Processing and Marketing
17. Sulu	20. Organic Coffee Processing and Marketing
18. Tawi-Tawi	21. Hot Moro Chili Powder
19. Maguindanao	22. Rice-Duck Integration, egg product and processing

*[Handwritten signature]*

<p>4. Reference: 5.1. Project Scope (page 8-46)  “21. The service provider will work in close coordination with DAR Regional, Provincial and Municipal officers, ARBOs and other relevant stakeholders to ensure effective and efficient implementation of the project.”  <b>Question/Clarification:</b>  <b>Since these stakeholders have their own schedule, what is the level of obligation that the service provider has in terms of coordinating with DAR and other stakeholders?</b></p>	<p><b>The BDS can coordinate with DAR and other stakeholders during the conduct of the Provincial Multi-stakeholders meeting. This has been institutionalized in DAR, which has been proven to be a good strategy in ensuring support and cooperation of agencies/organizations to achieve desired objectives and sustainability.</b></p>
<p>5. Reference: 5.1. Project Scope (page 8-47)  “24 ...At the end of the 6 months contract, the BDS is expected to submit the end-of project report.” <b>Question/Clarification:</b>  <b>How long will it take for the agency to reply regarding the report? Is there an expected turnaround time to client response?</b></p>	<p><b>We will discuss and agree with the DARPOs on the need to respond promptly due to the urgency of the project. We will request the concerned DAR management to give their comments and endorsement in 1-2 weeks time.</b></p>
<p>6. Reference: Summary Table on Activity Deliverables (page 47)  <b>Question/Clarification:</b>  <b>In case the following circumstances occur during the project implementation, is the 6-month period absolute or can we use the TARGETS as measurement for the deliverables?</b>  6.1. They do not respond immediately to our reports  6.2. There is a change of leadership  6.3. Community situation  6.4. Other variables (unexpected events that might affect the project implementation)</p>	<p><b>We do not foresee any untoward circumstances since the selected ARC clusters as well as the involved ARBOs/POs are stable.</b></p>
<p>7. Reference: Summary of Table on Activity Deliverables (page 8-47)  <b>Question/Clarification:</b>  <b>In cases where we can visit and arrange an actual training or seminar with industry experts of different fields, can this be considered or an equivalent to the AED training requirements?</b></p>	<p><b>Yes it’s ok to tap industry experts as resource persons in trainings. But we advise the BDS to inform and coordinate with the NPCO &amp; DAR field offices.</b></p>
<p>8. Reference: Summary of Table on Activity Deliverables (page 8-47)  Under the column of activities, “Increase in Productivity and Income”  <b>Question/Clarification:</b>  <b>For crops or products that fall outside of the 6-month project implementation period, how do we handle those? (i.e. seasonal farming)</b></p>	<p><b>For crops/products whose results fall outside the 6-month project implementation period, the BDS can make realistic assumptions and projections whether the expected results will be positive and there will be improvements in income based on the progress reports related to market access, targeted productivity and income after the 6-months period.</b></p>