

# **PHILIPPINE BIDDING DOCUMENTS**

## **Procurement of Consulting Services for the Impact Assessment Study for the Agrarian Reform Infrastructure Support Project Phase III**

**Reference Number: PBD-19-20**

**Government of the Republic of the Philippines  
Department of Agrarian Reform - Central Office**

**Fifth Edition  
October 2016**

# Preface

These Philippine Bidding Documents (PBDs) for the procurement of Consulting Services through Competitive Bidding have been prepared by the Government of the Philippines (GoP) for use by all branches, agencies, departments, bureaus, offices, or instrumentalities of the Government, including government-owned and/or -controlled corporations (GOCCs), government financial institutions (GFIs), state universities and colleges (SUCs), local government units (LGUs), and autonomous regional government. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the GoP or the World Bank or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (R.A. 9184).

The Bidding Documents shall clearly and adequately define, among others: (a) the objectives, scope, and expected outputs and/or results of the proposed contract; (b) the minimum eligibility requirements of bidders, such as track record to be determined by the Head of the Procuring Entity; (c) the expected contract duration, delivery schedule and/or time frame; and (d) the obligations, duties, and/or functions of the winning bidder.

In order to simplify the preparation of the Bidding Documents for each procurement, the PBDs groups the provisions that are intended to be used unchanged in Section II. Eligibility Documents of Part I; and Section II. Instruction to Bidders (ITB) and Section IV. General Condition of Contract (GCC) of Part II. Data and provisions specific to each procurement and contract should be included in Section III. Eligibility Data Sheet (EDS) of Part I, Section III. Bid Data Sheet (BDS), and Section V. Special Conditions of Contract (SCC) of Part II. The forms to be used are provided in the attachments.

Care should be taken to check the relevance of the provisions of the Bidding Documents against the requirements of the specific Consulting Services to be procured. The following general directions should be observed when using the documents:

- (a) All the documents listed in the Table of Contents are normally required for the procurement of Consulting Services. However, they should be adapted as necessary to the circumstances of the particular Project.
- (b) These PBDs are divided into Part I and Part II, which shall be both made available from the time the Request for Expression of Interest is first advertised/posted until the deadline for the submission and receipt of bids
- (c) Specific details, such as the “name of the Procuring Entity” and “address for proposal submission,” should be furnished in the EDS, BDS, and SCC. The final documents should contain neither blank spaces nor options.
- (d) This Preface and the footnotes or notes in italics included in the Request for Expression of Interest, EDS, BDS, SCC, Terms of Reference, and Appendices are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow. The Bidding Documents should contain no footnotes except Section VII. Bidding Forms of Part II since these provide important guidance to Bidders.

- (e) The criteria for evaluation and the various methods of evaluation in the ITB should be carefully reviewed. Only those that are selected to be used for the procurement in question should be retained and expanded, as required in the BDS. The criteria that are not applicable should be deleted from the BDS.
- (f) The cover should be modified as required to identify the Bidding Documents as to the names of the Project, Contract, and Procuring Entity, in addition to date of issue.
- (g) If modifications must be made to bidding procedures, they can be presented in the BDS. Modifications for specific Project or Contract should be provided in the SCC as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the EDS, BDS, or SCC these terms shall be printed in bold type face on Section II. Eligibility Documents, Section I. Instruction to Bidders, and Section III. General Conditions of Contract, respectively.

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## Section I. Request for Expression of Interest

### Notes on Request for Expression of Interest

The Request for Expression of Interest provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The Request for Expression of Interest shall be:

- (a) Posted continuously in the Philippine Government Electronic Procurement System (PhilGEPS) website and the website of the Procuring Entity concerned, if available, and the website prescribed by the foreign government/foreign or international financing institution, if applicable, seven (7) calendar days starting on the date of advertisement; and
- (b) Posted at any conspicuous place reserved for this purpose in the premises of the Procuring Entity concerned for seven (7) calendar days, as certified by the head of the Bids and Awards Committee (BAC) Secretariat of the Procuring Entity concerned.
- (c) Advertised at least once in a newspaper of general nationwide circulation which has been regularly published for at least two (2) years before the date of issue of the advertisement, subject to Sections 21.2.1(c) of the IRR of R.A. 9184<sup>1</sup>;

Apart from the essential items listed in the Bidding Documents, the Request for Expression of Interest should also indicate the following:

- (a) The date of availability of the Bidding Documents, the place where it may be secured and the deadline for submission of the Expression of Interest (EOI) together with the application for eligibility;
- (b) The set of criteria and rating system for short listing of prospective bidders to be used for the particular contract to be Bid, which shall consider the following, among others:
  - (i) Applicable experience of the consultant and members in case of joint ventures, considering both the overall experiences of the firms or, in the case of new firms, the individual experiences of the principal and key staff, including the times when employed by other consultants;
  - (ii) Qualification of personnel who may be assigned to the job vis-à-vis extent and complexity of the undertaking; and

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<sup>1</sup> Two years after effectivity of the 2016 Revised IRR of RA 9184 on **28 October 2016**, advertisement in a newspaper of general nationwide circulation shall no longer be required. However, a Procuring Entity that cannot post its opportunities in the PhilGEPS for justifiable reasons shall continue to publish its advertisements in a newspaper of general nationwide circulation.

- (iii) Current workload relative to capacity;
- (c) The number of consultants to be short listed and the procedure to be used in the evaluation of Bids of short listed consultants, *i.e.*, QBE or QCBE; and if QCBE, the weights to be allocated for Technical and Financial Proposals; and
- (d) The contract duration.

In the case of WB funded projects, the Request for Expression of Interest shall be sent to all who have expressed an interest in undertaking the services as a result of any General Procurement Notice issued. In addition, it shall also be sent to all heads of associations of consultants within the area where the project will be undertaken.



REPUBLIC OF THE PHILIPPINES

# DEPARTMENT OF AGRARIAN REFORM

**Tunay na Pagbabago sa Repormang Agraryo**

## **REQUEST FOR EXPRESSION OF INTEREST FOR THE IMPACT ASSESSMENT STUDY OF THE AGRARIAN REFORM INFRASTRUCTURE SUPPORT PROJECT PHASE III (ARISP III)**

**REFERENCE NUMBER: PBD-19-20**

1. The Department of Agrarian Reform-Central Office, through the Project Management Service intends to apply the sum of Philippine Pesos Three Million Only (PhP 3,000,000.00), inclusive of all applicable taxes, being the Approved Budget for the Contract (ABC) chargeable under the CY 2018 General Appropriations Act (GAA), for the procurement of Consulting Services for the conduct of Impact Assessment Study of the Agrarian Reform Infrastructure Support Project III (ARISP III). Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The Department of Agrarian Reform now calls for the submission of eligibility documents for the conduct of Impact Assessment Study of the Agrarian Reform Infrastructure Support Project III. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before **2:00 P.M. of November 18, 2019** at the Office of the BAC Secretariat, Ground Floor, DAR Central Office Main Building, DAR Compound, Elliptical Road, Diliman, Quezon City. Opening of eligibility documents shall be held at **3:00 P.M. of November 18, 2019** at the FAPSO Building, Ground Floor, DAR Central Office Compound, Elliptical Road, Diliman, Quezon City. Eligibility documents will be opened in the presence of the bidders' representatives who choose to attend at the above address. Late submission shall not be accepted.
3. Bidders should have completed, within the last five (5) years from the date of submission and receipt of eligibility documents, a contract similar to the Project. The description of an eligible bidder is contained in Part I Bidding Documents, particularly, in Section III, Eligibility Data Sheet.
4. Interested bidders may obtain further information from the DARCO Bids and Awards Committee-Primary Secretariat and inspect Part I of the Bidding Documents at the address given below starting on **November 7, 2019** from 8:00 a.m. to 5:00 p.m Mondays to Fridays.
5. Part I of the Bidding Documents may be acquired by interested Bidders from **November 7 to 18, 2019** at the Office of the BAC Secretariat, Ground Floor, DAR Central Office Main Building, DAR Compound, Elliptical Road, Diliman, Quezon City.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity.

6. The DAR-BAC Primary shall draw up the short list of consultants from those who have submitted Expression of Interest, including the eligibility documents, and have been determined as eligible in accordance with the provisions of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act", and its Implementing Rules and Regulations (IRR). The short list shall consist, preferably, of three (3) prospective bidders who will be entitled to submit bids. Should only one or less than the preferred number apply for eligibility and shortlisting, pass the eligibility check, and/or pass the minimum score

required in the shortlisting, the BAC shall consider the same. The criteria and rating system for short listing are:

- |  |             |
|--|-------------|
| a) Applicable Experience of the Consulting Firm- | 50 points   |
| b) Qualifications of principal and key staff     | - 30 points |
| c) Absorptive Capacity                           | - 20 points |
7. Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the 2016 Revised IRR of RA 9184. Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the IRR of RA 9184.
  8. The Procuring Entity shall evaluate bids using the Quality-Cost Based Evaluation procedure. Bids whose technical proposal passes the minimum technical requirement of seventy-five (75) points shall have its financial proposals opened and evaluated. The technical proposal shall carry eighty percent (80%) weight in the evaluation and the financial proposal is twenty percent (20%). The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders. Financial bids that exceed the ABC shall be automatically rejected at bid opening.
  9. The study shall be completed in six (6) months including the preparation of the report.
  10. The DAR reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
  11. For further information, please refer to:

Mr. Raul M. Leonin  
Chief, Procurement Division/Head, DAR-BAC Secretariat  
Ground Floor, DAR Central Office  
Elliptical Road, Diliman, Quezon City  
Telephone Numbers: 3-453-8300/3-455-5849/8-928-1011  
Email address: [procurementdivision.darco2013@gmail.com](mailto:procurementdivision.darco2013@gmail.com)  
[darbacsec@gmail.com](mailto:darbacsec@gmail.com)  
[darbacsec.primary2019@gmail.com](mailto:darbacsec.primary2019@gmail.com)

**(Sgd.)ATTY. JIM G. COLETO**  
Board Member III, DARAB  
Chair, Bids & Awards Committee (Primary)



## **Section II. Eligibility Documents**

### **Notes on the Eligibility Documents**

This Section provides the information necessary for prospective bidders to prepare responsive Eligibility Documents in accordance with the requirement of the Procuring Entity.

The provisions contained in this Section are to be used unchanged. Additional information or requirements specific to each procurement shall be specified in the EDS.

## 1. Eligibility Criteria

1.1. The following persons/entities shall be allowed to participate in the bidding for Consulting Services:

- (a) Duly licensed Filipino citizens/sole proprietorships;
- (b) Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines;
- (c) Corporations duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines;
- (d) Cooperatives duly organized under the laws of the Philippines; or
- (e) Persons/entities forming themselves into a joint venture, *i.e.*, a group of two (2) or more persons/entities that intend to be jointly and severally responsible or liable for a particular contract: Provided, however, That Filipino ownership or interest thereof shall be at least sixty percent (60%). For this purpose, Filipino ownership or interest shall be based on the contributions of each of the members of the joint venture as specified in their JVA.

1.2. When the types and fields of Consulting Services involve the practice of professions regulated by law, those who will actually perform the services shall be Filipino citizens and registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions specified in the EDS.

1.3. If the Request for Expression of Interest allows participation of foreign consultants, prospective foreign bidders may be eligible subject to the conditions stated in the EDS.

1.4. Government owned or –controlled corporations (GOCCs) may be eligible to participate only if they can establish that they (a) are legally and financially autonomous, (b) operate under commercial law, and (c) are not attached agencies of the Procuring Entity.

## 2. Eligibility Requirements

2.1. The following eligibility requirements, together with the Eligibility Documents Submission Form, shall be submitted on or before the date of the eligibility check specified in the Request for Expression of Interest and Clause 5 for purposes of determining eligibility of prospective bidders:

- (a) Class “A” Documents –

### Legal Documents

- (i) PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR, except for foreign bidders participating in the procurement by a Philippine Foreign Service Office or Post, which shall submit their eligibility documents under Section 24.1 of the IRR, provided, that the winning Consultant shall register with PhilGEPS in accordance with Section 37.1.4 of the IRR;

Technical Documents

- (ii) Statement of the prospective bidder of all its ongoing and completed government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the relevant period provided in the EDS. The statement shall include, for each contract, the following:
  - (ii.1) the name and location of the contract;
  - (ii.2) date of award of the contract;
  - (ii.3) type and brief description of consulting services;
  - (ii.4) consultant's role (whether main consultant, subconsultant, or partner in a JV)
  - (ii.5) amount of contract;
  - (ii.6) contract duration; and
  - (ii.7) certificate of satisfactory completion or equivalent document specified in the EDS issued by the client, in the case of a completed contract;
- (iii) Statement of the consultant specifying its nationality and confirming that those who will actually perform the service are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions in accordance with Clause 1.2, including their respective curriculum vitae.

- (b) Class "B" Document –

If applicable, the Joint Venture Agreement (JVA) in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners in accordance with Section 24.1(b) of the IRR of RA 9184.

- 2.2. The eligibility requirements or statements, the bids, and all other documents to be submitted to the BAC must be in English. If the eligibility requirements or statements, the bids, and all other documents submitted to the BAC are in

foreign language other than English, it must be accompanied by a translation of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign bidder's country; and shall be authenticated by the appropriate Philippine foreign service establishment/post or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. The English translation shall govern, for purposes of interpretation of the bid.

- 2.3. Prospective bidders may obtain a full range of expertise by associating with individual consultant(s) and/or other consultants or entities through a JV or subcontracting arrangements, as appropriate. However, subconsultants may only participate in the bid of one short listed consultant. Foreign Consultants shall seek the participation of Filipino Consultants by entering into a JV with, or subcontracting part of the project to, Filipino Consultants.

### 3. Format and Signing of Eligibility Documents

- 3.1. Prospective bidders shall submit their eligibility documents through their duly authorized representative on or before the deadline specified in Clause 5.
- 3.2. Prospective bidders shall prepare an original and copies of the eligibility documents. In the event of any discrepancy between the original and the copies, the original shall prevail.
- 3.3. The Eligibility Documents Submission Form shall be signed by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the eligibility documents.
- 3.4. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the prospective bidder.

### 4. Sealing and Marking of Eligibility Documents

- 4.1. Prospective bidders shall enclose their original eligibility documents described in Clause 2.1, in a sealed envelope marked "ORIGINAL – ELIGIBILITY DOCUMENTS". Each copy thereof shall be similarly sealed duly marking the envelopes as "COPY NO. \_\_\_\_ - ELIGIBILITY DOCUMENTS". These envelopes containing the original and the copies shall then be enclosed in one single envelope.
- 4.2. The original and the number of copies of the eligibility documents as indicated in the EDS shall be typed or written in ink and shall be signed by the prospective bidder or its duly authorized representative/s.
- 4.3. All envelopes shall:
  - (a) contain the name of the contract to be bid in capital letters;
  - (b) bear the name and address of the prospective bidder in capital letters;

- (c) be addressed to the Procuring Entity's BAC specified in the EDS;
  - (d) bear the specific identification of this Project indicated in the EDS; and
  - (e) bear a warning "DO NOT OPEN BEFORE..." the date and time for the opening of eligibility documents, in accordance with Clause 5.
- 4.4 Eligibility documents that are not properly sealed and marked, as required in the bidding documents, shall not be rejected, but the bidder or its duly authorized representative shall acknowledge such condition of the documents as submitted. The BAC shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked eligibility documents, or for its premature opening.

## 5. Deadline for Submission of Eligibility Documents

Eligibility documents must be received by the Procuring Entity's BAC at the address and on or before the date and time indicated in the Request for Expression of Interest and the EDS.

## 6. Late Submission of Eligibility Documents

Any eligibility documents submitted after the deadline for submission and receipt prescribed in Clause 5 shall be declared "Late" and shall not be accepted by the Procuring Entity. The BAC shall record in the minutes of submission and opening of eligibility documents, the Bidder's name, its representative, and the time the eligibility documents were submitted late.

## 7. Modification and Withdrawal of Eligibility Documents

- 7.1. The prospective bidder may modify its eligibility documents after it has been submitted; provided that the modification is received by the Procuring Entity prior to the deadline specified in Clause 5. The prospective bidder shall not be allowed to retrieve its original eligibility documents, but shall be allowed to submit another set equally sealed, properly identified, linked to its original bid marked as "ELIGIBILITY MODIFICATION" and stamped "received" by the BAC. Modifications received after the applicable deadline shall not be considered and shall be returned to the prospective bidder unopened.
- 7.2. A prospective bidder may, through a letter of withdrawal, withdraw its eligibility documents after it has been submitted, for valid and justifiable reason; provided that the letter of withdrawal is received by the Procuring Entity prior to the deadline prescribed for submission and receipt of eligibility documents.
- 7.3. Eligibility documents requested to be withdrawn in accordance with this Clause shall be returned unopened to the prospective bidder concerned. A prospective bidder that withdraws its eligibility documents shall not be permitted to submit another set, directly or indirectly, for the same project. A prospective bidder that acquired the eligibility documents may also express its intention not to participate in the bidding through a letter which should reach and be stamped

by the BAC before the deadline for submission and receipt of eligibility documents.

## 8. Opening and Preliminary Examination of Eligibility Documents

- 8.1. The BAC will open the envelopes containing the eligibility documents in the presence of the prospective bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the EDS. The prospective bidders' representatives who are present shall sign a register evidencing their attendance.

In case the submitted eligibility envelopes cannot be opened as scheduled due to justifiable reasons, the BAC shall take custody of the said envelopes and reschedule the opening on the next working day or at the soonest possible time through the issuance of a Notice of Postponement to be posted in the PhilGEPS website and the website of the Procuring Entity concerned.

- 8.2. Letters of withdrawal shall be read out and recorded during the opening of eligibility documents and the envelope containing the corresponding withdrawn eligibility documents shall be returned unopened to the withdrawing prospective bidder.

- 8.3. The eligibility documents envelopes and modifications, if any, shall be opened one at a time, and the following read out and recorded:

- (f) the name of the prospective bidder;
- (g) whether there is a modification or substitution; and
- (h) the presence or absence of each document comprising the eligibility documents vis-à-vis a checklist of the required documents.

- 8.4. The eligibility of each prospective bidder shall be determined by examining each bidder's eligibility requirements or statements against a checklist of requirements, using non-discretionary "pass/fail" criterion, as stated in the Request for Expression of Interest, and shall be determined as either "eligible" or "ineligible." If a prospective bidder submits the specific eligibility document required, he shall be rated "passed" for that particular requirement. In this regard, failure to submit a requirement, or an incomplete or patently insufficient submission, shall be considered "failed" for the particular eligibility requirement concerned. If a prospective bidder is rated "passed" for all the eligibility requirements, he shall be considered eligible to participate in the bidding, and the BAC shall mark the set of eligibility documents of the prospective bidder concerned as "eligible." If a prospective bidder is rated "failed" in any of the eligibility requirements, he shall be considered ineligible to participate in the bidding, and the BAC shall mark the set of eligibility documents of the prospective bidder concerned as "ineligible." In either case, the BAC chairperson or his duly designated authority shall countersign the markings.

## 9. Short Listing of Consultants

- 9.1. Only prospective bidders whose submitted contracts are similar in nature and complexity to the contract to be bid as provided in the EDS shall be considered for short listing.
- 9.2. The BAC shall draw up the short list of prospective bidders from those declared eligible using the detailed set of criteria and rating system to be used specified in the EDS.
- 9.3. Short listed consultants shall be invited to participate in the bidding for this project through a Notice of Eligibility and Short Listing issued by the BAC.

## 10. Protest Mechanism

Decision of the Procuring Entity at any stage of the procurement process may be questioned in accordance with Section 55 of the IRR of RA 9184.

## Section III. Eligibility Data Sheet

### **Notes on the Eligibility Data Sheet**

This Section is intended to assist the Procuring Entity in providing the specific information and requirements in relation to corresponding clauses in the Eligibility Documents, and has to be prepared for each specific procurement.

The Procuring Entity should specify in this Section the information and requirements specific to the circumstances of the Procuring Entity, the processing of the eligibility, and the rules that will apply in the determination and evaluation of eligibility.

In preparing this Section, the following aspects should be checked:

- (a) Information that specifies and complements provisions of the Eligibility Documents must be incorporated.
- (b) Amendments and/or supplements, if any, to provisions of the Eligibility Documents as necessitated by the circumstances of the specific procurement, must also be incorporated.



# Eligibility Data Sheet

Eligibility Documents	
1.2	Consulting Services for the Conduct of Impact Assessment Study for the Agricultural Infrastructure Support Project III (ARISP III)
1.3	<p>Foreign consultants may be eligible to participate in this Project, subject to the following conditions to be complied within ten (10) days upon receipt of the Notice of Award:</p> <p>a. must be registered with the SEC and/or any agency authorized by the laws of the Philippines;</p> <p>b. when the types and fields of consulting services in which the foreign consultant wishes to engage involve the practice of regulated professions, the foreign consultant must be authorized by the appropriate GoP professional regulatory body specified in Clause 1.2 to engage in the practice of those professions and allied professions: <i>Provided, however</i>, that the limits of such authority shall be strictly observed.</p> <p>Refer to “Annex A” Checklist of required documents for eligibility and shortlisting of consulting firms.</p>
2.1(a)(ii)	The statement of all ongoing and completed government and private contracts shall include all such contracts within five (5) years prior to the deadline for the submission and receipt of eligibility documents.
2.1(a)(ii.4)	Statement of the consultant specifying its nationality and confirming that those who will perform the services are registered professional in their Country of Origin authorized by the appropriate regulatory body to practice those professions and allied professions.
2.1(a)(ii.7)	No substitute for the certificate of satisfactory completion issued by the respective client/s.
4.2	Each prospective bidder shall submit one (1) original and four (4) copies of its eligibility documents.
4.3(c)	<p>DAR – Bids and Awards Committee (BAC) Secretariat, Procurement Division Ground floor, DAR Central Office Elliptical Road, Diliman, Quezon City</p>
4.3(d)	Consulting Services for the conduct of Impact Assessment Study for the ARISP III
5	<p><i>The address for submission of eligibility document is:</i></p> <p>DAR – Bids and Awards Committee (BAC) Secretariat, Procurement Division Ground floor, DAR Central Office Elliptical Road, Diliman, Quezon City</p>

	<b>The deadline for submission of eligibility documents is on November 18, 2019 at 2:00 P.M.</b>
8.1	<p><i>The place of opening of eligibility document is:</i></p> <p style="text-align: center;">FAPsO Conference Room Ground floor, FAPsO Building, DAR Compound Elliptical Road, Diliman, Quezon City</p> <p><b>The date and time of opening of eligibility documents is on November 18, 2019 at 3:00 P.M.</b></p>
9.1	Similar contracts shall refer to those contracts that involved Impact Assessment of Foreign-Assisted Projects
9.2	<p>The criterion and rating system to be used are:</p> <p>a) Applicable Experience of the Consulting Firm ..... 50%</p> <p>b) Qualifications of principal and key staff of the consultant who may be assigned to the job vis-a-vis- extent of complexity of the undertaking.....30%</p> <p>c) Absorptive Capacity.....20%</p>

## **CHECKLIST OF REQUIRED DOCUMENTS FOR ELIGIBILITY AND SHORTLISTING OF CONSULTING FIRMS**

### **A. Class “A” Documents**

#### Legal Documents

1. PhilGEPS Certificate of Registration (Platinum Membership); or
2. (a) Registration Certificate from SEC, DTI for sole proprietorship, or CDA for cooperatives, (b) Mayor’s/Business Permit or its Equivalent Document, (c) Tax Clearance, (d) Audited Financial Statements (2017-2018)

#### Technical Documents

1. Statement of the prospective bidder of all its ongoing and completed government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the last five (5) years. The statement shall include, for each contract the following:
  - a) the name and location of the contract;
  - b) date of award of the contract;
  - c) type and brief description of consulting services;
  - d) consultant’s role (whether main consultant, sub-contractor, or partner in a joint venture);
  - e) amount of contract;
  - f) contract duration; and
  - g) certificate of satisfactory completion issued by the client
2. Statement of the consultant specifying its nationality and confirming those who will actually perform the services are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions. The curriculum vitae of said professionals should be attached to the statement.

### **B. Class “B” Documents**

Duly signed valid Joint Venture Agreement, if applicable.

Standard Form Title: **Statement of On-going Projects**

**List of Ongoing Government and Private Contracts, including those awarded but not yet started**

Name of Consultant : \_\_\_\_\_  
 Business Address : \_\_\_\_\_

Name and Location of Project	Description of the Project	Classification (Government / Private)	Date of Contract	Type of Consulting Services	Amount of Contract	Contract Duration
1						
2						
3						
4						
5						
6						
7						
8						
9						

Attachments:

1. Notice of Award and / or Contract
2. Notice to Proceed issued by the Owner

Submitted by:

Name of Representative of Bidder

Position

Date: \_\_\_\_\_

*One of the technical documents to be in the Eligibility Envelope of the bidder is a statement of all its on-going contracts, including those awarded but not yet started.*

Standard Form Title: **Statement of Similar Completed Projects**  
**Within five years (2015-2019)**

**List of Completed Government and Private Contracts**

Name of Consulting Firm: \_\_\_\_\_  
Business Address : \_\_\_\_\_

Name and Location of Project	Description of the Project	Classification (Government / Private)	Date of Contract	Type of Consulting Services	Amount of Contract	Contract Duration
1						
2						
3						
4						
5						
6						
7						
8						
9						

Attachments: Certificate of satisfactory completion issued by the client

Submitted by:

Name of Representative of Bidder  
Position  
Date: \_\_\_\_\_

One of the technical documents to be in the Eligibility Envelope of the bidder is a statement of all its completed contracts within the period specified in the Eligibility Data Sheet

**ANNEX “D”**

Standard Form Title: **STATEMENT ON PRINCIPAL AND KEY STAFF FOR CONSULTING SERVICES**

**Date of Issuance**

\_\_\_\_\_  
Chairperson, Bids and Awards Committee  
Department of Agrarian Reform Central Office  
Elliptical Road, Diliman, Quezon City

Dear Sir/Madame:

In compliance with the requirements of the DAR-BAC for the Request for Expression of Interest for the Procurement of Consulting Services for the conduct of Impact Assessment Study for the ARISP III, we certify that all of the owners/principals/ partners and key staff of (Name of the Bidder) are Filipino citizens and possess the required professional licenses issued by the Professional Regulation Commission or other appropriate regulatory body.

Name & Title	Degree	Years with Firm	Age	Nationality
1.				
2.				
3.				
4.				
5.				

Attached are their bio-data.

Very truly yours,

Name of Authorized Representative  
Position  
Name of the Bidder

*If the prospective bidder is a juridical entity, one of the Class "A" technical documents required for eligibility is its statement of the kinds and number of its ownership and key staff, partners or principal officers, as the case may be, as well as their respective curriculum vitae (IRR-A 24.7.1.1.h.1) and when the types and fields of consulting services in which the bidder wishes to engage involve professions regulated by the laws of the Philippines, the owner a.'Id key staff, and all the partners of the professional partnership firm, as the case may be, and those who will actually perform the service, are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions (IRR-A 24.7.1.1.h.2).*

## **Section VI. TERMS OF REFERENCE**

### **A. TERMS OF REFERENCE FOR THE CONDUCT OF IMPACT ASSESSMENT STUDY OF THE AGRARIAN REFORM INFRASTRUCTURE SUPPORT PROJECT (ARIPS III) PHASE III**

## **I. SCOPE OF THE IMPACT ASSESSMENT STUDY (IAS)**

In view of the limited budget allocated for this study, sample areas and beneficiaries/households/subject organizations covered during the baseline study will be considered in the conduct of this study. The DAR and the selected firm will agree on what areas to be covered by this study. But, it is recommended that representative areas will be chosen in the preparation and conduct of this impact assessment study. Likewise, case studies in sample ARC focusing POs and federations development are expected to be prepared under the said study.

### **A. KEY ASPECTS FOR THE IMPACT ASSESSMENT STUDY (IAS)**

The key performance indicators in the Project Log Frame (Annex A) shall be used in evaluating the effects, benefits and impact of the ARISP III such as:

- a. increase in income of project beneficiaries;
- b. reduction in travel and transport cost;
- c. enhanced productivity;
- d. improved access to potable water and savings on time for fetching potable water;
- e. sustainable management of the environment;
- f. increase in savings among the cooperatives
- g. farmers adopting diversified farming and other livelihood projects.

The following key areas shall be considered in the conduct of the IAS:

- Relevance and validity of the project design vis-à-vis ARISP III goals, purposes and outputs of the Project
- Efficiency and adequacy in managing the implementation of the components and subprojects
- Efficiency and effectiveness of the Project in achieving the intended/desired outputs
- Management and institutional aspects of project implementation
- Appropriateness and effectiveness of the overall approach used and principles adopted by project implementers
- Sustainability of the subprojects implemented and documenting good practices.

### **Other aspects for the IAS:**



- Did the project achieve the intended results as defined in the project logframe?
- How did the inputs/resources, management and other participating agencies contribute to the achievement of the outputs?
- How will the outputs and benefits be sustained?
- What were the implementation problems, contributory factors and how were they addressed/solved?
- Aside from increased household income, what other significant changes or impacts that could be attributed to the Project both quantitative and qualitative?
- What are the key points which must be addressed or lessons learned that could be considered in the design of future projects?

## **B. METHODOLOGY AND SAMPLING CONSIDERATIONS**

The ARISP III has six components which are: (1) Irrigation and drainage facilities; (2) Post-harvest facilities; (3) Farm-to-market roads; (4) Bridges, (5) Potable water supply; and (6) Institutional development including agricultural extension and livelihood. These interventions intend to help increase the average real household income of farmer-beneficiaries in ARCs by about 30% (from PhP58,331 to PhP75,830), provide and generate around 4 million man-days of work during construction, improve on-farm production, and provide employment opportunities to about 178,000 persons during construction, full operation of facilities and agribusiness operations.

To assess whether desired impacts have been achieved, the baseline study conducted in 2010 will be used to compare the “before and after” and “with and without” situation of ARISP III Project areas vs the control sites. The impact assessment study will also cover case studies of federation development. The baseline study report will be the reference document to be used in this study. The ARCs, Non-ARCs and non-FAPS covered during the baseline study including the selected sample organizations interviewed will be the scope of this study.

**(Note: DAR PMS I will provide the study team with the copy of the Baseline Study Report for ARISP III conducted in 2010, Project Completion Reports and other documents needed by the Consulting Firm.)**

The team to be awarded with this study may make use of a combination of questionnaire-based interviews, key informant interviews (KIIs) of key implementing partners (DAR R/PPMOs, LGUs/BLGUs, DPWH, NIA, community leaders, etc.), review of project documents and focused group discussions (FGDs) with beneficiaries and community leaders.

## **C. SOME PROJECT IMPACTS FOR CONSIDERATION (COMPONENTS AND SUBCOMPONENTS)**

In addition to the evaluation of impacts of project interventions, the IAS should also include an assessment of the following: (i) capacity of LGUs to provide counterpart financing by scope to RWS, PHF, farm to market roads, irrigation and bridges as well as the partner organizations of ARISP III, (ii) effectiveness of project implementation arrangements including the organizational structures of the various implementing units and institutional arrangements (iii) capacity and sufficiency of human resources of the various agencies and partners involved in project implementation (iv) financial management, monitoring, reporting and evaluation, and, (v) subproject proposal preparation, approval, implementation and monitoring.

## **D. SCOPE OF WORK AND DURATION**

1. The IAS will be implemented in three phases:

Phase 1: levelling-off of expectations with DAR;

Phase 2: conduct of field surveys and data processing; and

Phase 3: presentation of initial findings/consensus building on conclusions and recommendations/final report preparations.

During Phase I, the detailed schedule and leveling of expectations will be done. Potential problems and mitigation measures in the conduct of the study will be identified by the DAR. Common understanding and agreements on which study tools would be adopted should also be reached/agreed during this phase of the study.

2. In Phase 2 and upon analysis of the baseline study conducted, the IAS Consultant, if needed, shall recommend to the DAR for whatever changes in sampling methods done in the baseline study. The IAS Consultant will design the questionnaires to be used in the survey. The IAS Consultant's findings regarding the baseline, recommended possible changes on the sampling methodologies (if any), the proposed questionnaire and survey design, and final implementation arrangements will be presented to the DAR. Training of the field supervisors and enumerators is also a critical task of the Consultant during this phase of the study. DAR will prepare memorandum to DAR Regional and provincial offices concerned on the details and onset of this study for them to assist the Consultants for the conduct of this study.
3. In Phase 3 of the study, the output on the IAS will be evaluated based on the agreed upon analytical methods. The IAS Consultant will make its initial conclusions and present its recommendations on how to maximize the benefits from ARISP III project and improve the design of similar development agrarian reform projects. The IAS Consultant will help build consensus on the conclusion and recommendations of the IAS through a

workshop with stakeholders such as DAR, IAs' LGUs, POs, NGOs, donor, and other concerned agencies. It shall also recommend measures on how to capture or measure other impacts that may be found during the IAS but have not been included in the M&E database. All data gathered will belong to the project and the IAS Consultant shall provide hard and e-copies of these data.

The study will be conducted in six (6) months including the preparation of the final report.

## **E. IMPLEMENTATION ARRANGEMENTS**

4. The conduct of the IAS will be contracted to a Consulting Firm/CSO/academic institution that will form a group herein referred to as the IAS Consultant. The IAS Consultant will be reporting to the DAR the officially designated point-person with whom the IAS Consultant will coordinate implementation matters and who will be responsible in monitoring the regular progress of the study. To be effective in the conduct of its responsibilities, the IAS Consultant shall coordinate with the DAR, NGOs, service providers and other implementing agencies involved in the project.

The Project Management Service (PMS) thru the Project Monitoring and Evaluation Division (PMED) will be the point persons to be involved in this study. Being the end user, it will perform contract administration, monitoring and management of this study to ensure that milestones and outputs expected are delivered by the Consultants. The PMED will review the progress reports of the Consultants and recommend acceptance by DAR for payment purposes.

5. The IAS Consultant will be comprised of core specialists/experts, namely:

- a) Agricultural Economist or a Rural Development Specialist who will also act as the Team Leader.
- b) Project Management/ID Specialist.
- c) Rural Infrastructure Senior Engineer, and
- d) Senior Statistician.

The IAS Consultant may identify other specialists/experts to support the key team members with no additional cost to the DAR. The Team can be supported by an adequate number of field supervisors, enumerators and encoders for the review of databases, conduct of surveys, and data editing and processing to be charged to the study.

## **F. EXPECTED OUTPUTS**

Below are the expected outputs from the Consultant:

6. The IAS Consultant will prepare: (i) an Inception Report (together with a detailed work program, staffing and arrangements on how to implement the study) to be submitted within three weeks upon mobilization, and to be presented during the First Tripartite Meeting; (ii) a First Draft Report, presenting the preliminary findings and conclusions of the team, to be submitted within five weeks after the First Tripartite Meeting, and to be presented during the Second Tripartite Meeting; (iii) a Second Draft Report to be submitted one week after the Second Tripartite Meeting and to be presented during the Consensus Building Workshop; and (iv) a Draft Final Report (including case studies) to be submitted after the workshop and to be reviewed prior to acceptance by the DAR. After the acceptance of the DAR, the Final Report should be submitted before the end of the contract period. The Consensus Building Workshop will be held within one week after the submission of the Second Draft Report to build consensus with the DAR stakeholders on the conclusions and recommendations on the IAS. The IAS Consultant will be responsible in coordinating the tripartite meetings in coordination with the DAR-PMS.

## **II. TERMS OF REFERENCE OF INDIVIDUAL SPECIALISTS**

### **A. AGRICULTURAL ECONOMIST OR A RURAL DEVELOPMENT SPECIALIST / TEAM LEADER**

7. The Agricultural Economist or Rural Development Specialist/ Team Leader will have the overall responsibility in implementing and managing all activities related to the IAS and in seeing to it that (i) outputs are prepared to the best professional quality, (ii) tripartite meetings are conducted as scheduled, (iii) a consensus building workshop involving the various stakeholders held as planned and (iv) reports are submitted on time. The tasks to be performed by the individual specialists are described in their respective TORs but the Team Leader should ensure that additional tasks are appropriately assigned to each specialist to accomplish the objectives and scope of work described in this document. He/she shall:

1. Together with the Senior Statistician review existing baseline data and fine tune the prescribed statistical methodologies to attain the objectives of the IAS;
2. Supervise the progress of the various aspects of implementation of the IAS;
3. Compare the impact of various ARISP III interventions in reducing poverty and rural employment thru increasing average household income of farmers in the ARCs, generate jobs during the construction of the subprojects and other impacts as presented in the attached Logframe of ARISP III;

4. Analyze the economic and financial impact of completed sub-projects on various socioeconomic groups by poverty levels, gender and ethnicity;
5. Estimate the financial and economic rates of return of the project as a whole and compare them with the pre-investment estimates;
6. Recommend measures to maximize the benefits from ARISP III and to improve future integrated area development agrarian reform projects.
7. Identify key social risks and adverse impact of the project on the poor, if any, and recommend measures to mitigate them;
8. Level-off with the DAR PMS on the purpose, scope, program, and deliverables of the consensus building workshop;
9. Coordinate with the DAR-PMS for the arrangements for the conduct of the workshop;
10. See to it that there is sufficient representation and participation from the various stakeholders during the workshop;
11. Guide the conduct of the workshop in all its aspects;
12. With assistance from DAR-PMS, prepare a summary of discussions and agreements during the workshop; and
13. Prepare a report on the result and evaluation of the workshop.

The Agricultural Economist/Rural Development Expert/Team Leader should have a minimum educational attainment of PhD in Economics, Agricultural Economics, Rural Development or equivalent.

#### **B. SENIOR STATISTICIAN/M and E SPECIALIST**

8. The Senior Statistician/M and E Specialist shall be primarily responsible in designing and implementing the statistical approach in the conduct of IIA. He or she shall:

1. Take the lead in the analysis of available baseline data and in fine tuning the prescribed statistical methodologies to ensure the attainment of objectives of the IIA;
2. Present alternative statistical approaches to DAR-PMS considering the objectives of the study and efficiency in survey implementation;
3. Train survey supervisors, enumerators and oversee data collection and processing; and
4. Provide statistical analysis of data gathered to the Team Leader and other team members for further evaluation in accordance to their fields of expertise and individual TOR.

The Senior Statistician/M and E Specialist should have an educational attainment of MS in Statistics or a BS in Statistics with significant experience.

### **C. PROJECT MANAGEMENT/INSTITUTIONAL DEVELOPMENT SPECIALIST**

9. The Project Management/ID Specialist will be primarily responsible in evaluating the effectiveness of the various aspects of project management and implementation as well as the various institutional arrangements and capacity building interventions established through the project. He or she shall:

1. Analyze the absorptive capacities of LGUs as to the number of projects they simultaneously implemented, counterpart funds (by scope) they provided and operations and maintenance of SPs that they could perform and finance;
2. Review the effectiveness of institutional arrangements in terms of operational control over the quality of SPs, timeliness of implementation, monitoring and evaluation and cost efficiency;
3. Evaluate the sufficiency of human resources and appropriateness of organizational structures of partner agencies and organizations for effective project implementation;
4. Determine the reasons for delays in procurement, slow down loading of funds and protracted implementation of project activities, if there is any;
5. Recommend institutional arrangements to improve the coordination and implementation of future FAPs projects;
6. Look into the sustainability mechanisms installed for each subproject, and;
7. Identify lessons learned with regard to project implementation, management arrangements, capacity building and sustainability issues to improve the design of future projects of the DAR.

The Project Management/ID Specialist should have a minimum educational attainment of Master in Business Administration, Master in Public Administration, Development Management, Organizational Development or equivalent.

### **D. RURAL INFRASTRUCTURE SPECIALIST**

10. The Rural Infrastructure Specialist will be primarily responsible in evaluating the quality/standard and appropriateness of various Infra subprojects in supporting AAD interventions in ARISP III project sites. He or she shall:

1. Examine the impact of individual and infrastructure investments (FMRs/Bridges, irrigation, PHFs , AIM-C Facilities) on farm productivity and income and accessibility of beneficiaries and communities,
2. He/she shall work with the Team Leader and senior economist in identifying key impacts that are felt soon after a road/bridge/irrigation construction alone or its connectivity with

- other project interventions, influence poverty-related conditions, and;
3. Together with the Team Leader, recommend measures to maximize the benefits from ARISP III interventions and to improve future integrated area development agrarian reform projects with infra components.

The Rural Infrastructure Specialist should have an educational attainment of MS in Civil or Structural Engineering or a BS with significant experience in managing and monitoring a mix of rural infrastructure projects.

## APPROVED BUDGET FOR THE CONTRACT (ABC)

The ARISP III Impact Assessment Study has an allocation of Php **3.0 Million** to be charged from the 2018-continuing budget of the PMS. The cost is inclusive of all professional fees, management fee, overhead and administrative costs, workshops and similar activities essential to the conduct of the ARISP III IAS.

## TERMS OF PAYMENT

Report Requirement	Schedule of Submission	Payment % of CP
Submission of Inception Report (IR)	1 <sup>st</sup> month from NTP	15%
Approval of IR & submission of 1 <sup>st</sup> draft report	2 <sup>nd</sup> month to 4 <sup>th</sup> month from NTP	50%
Approval of 1 <sup>st</sup> draft report & submission of final draft report	5 <sup>th</sup> month from NTP	25%
Approval of Final draft report	6 <sup>th</sup> month from NTP	10%
TOTAL		100%

**NOTE:** Attached for reference is a background on the ARISP III for reference of the prospective Consulting Firm for the Impact Assessment Study

## I. INTRODUCTION

With the completion of the Agrarian Reform Infrastructure Support Project Phase III (ARISP III) in 2017, there is a need to conduct an impact assessment study to determine the impacts and outcome of the interventions implemented under the Project. The logframe prepared during the preparatory stage of the project, which was approved by the NEDA – Investment Coordinating Committee in 2007 will be reviewed and it will become the basis in determining the outcomes brought by the implementation of the above said Project. The baseline Study report prepared in 2010 will be the basic document in the preparation of the said study. Those sample households, beneficiaries and subject organizations interviewed during the baseline study will also be the focal persons to be involved in this study. This is to compare the “before and after” scenarios of the project areas covered and not covered by the ARISP III Project.

## **1. Background**

The Project was formulated to help reduce poverty by developing agri-enterprises and enhancing enabling mechanisms to improve economic activities in 136 ARCs nationwide. It has built on the gains and innovative strategies of its earlier phases, ARISP I and ARISP II, which espoused the integrated approach to the development of communities through the provision of infrastructure support, including organization and institutional development, and agricultural and enterprise development support. The Project scaled up the ARC Development Strategy to support ARC connectivity, enhance agribusiness linkages between and among the ARCs and facilitate the marketing of agricultural and agri-based products, through the provision of the required basic and social infrastructure, extension services, including micro-finance assistance.

In March 2005, during discussions on the Japan Country Assistance Strategy (CAS), the Government of Japan (GOJ) acknowledged the gains of earlier phases of the Project, including the Rural Farmers and Agrarian Reform Support Credit Program (RASCP), and has pledged support to the replication of the ARISP-ARC Development model to help reduce poverty in other agrarian reform priority areas not previously covered by its ODA in the country.

The Project was approved by the Investment Coordinating Committee-Cabinet Committee (ICC-CabCom) of the National Economic and Development Authority (NEDA) on 19 July 2006, for funding under the 27<sup>th</sup> Yen Loan Package (YLP) of the GOJ, through the Japan Bank for International Cooperation (JBIC), now known as JICA. The ICC approval, confirmed by NEDA Board on 26 September 2006, is covered by Loan Agreement (L/A) No. PH-P242 between the GOJ and the GOP. It provided ¥11.8 billion for the implementation of the Project, effective 15 April 2008 until loan closing on 15 April 2017. The Project duration was seven (7) years, which started 17 August 2007.

## **2. Project Goals and Objectives**



## 2.1 Goals:

The primary goal of the Project is to contribute in efforts to reduce poverty and rural unemployment by developing agri-enterprises, making food plentiful and enhancing the enabling mechanisms to improve economic activities. To achieve this, the Project was designed to help increase average household income of farmer beneficiaries in the ARCs by about 30%, three (3) years after completion of the Project, to generate at least 178,000 jobs during construction of the subprojects, from on/off-farm work, and in agri-business operations.

## 2.2 Objectives:

- a. To increase crop productivity in irrigated lands;
- b. To develop viable agribusiness/rural enterprises and livelihood opportunities in 136 ARCs, thus improving technology, agribusiness linkages and provision of appropriate facilities;
- c. To organize and strengthen People's Organizations (POs) and improve or establish connectivity/network between and among POs, cooperatives, resource institutions and business partners;
- d. To improve the efficiency of commodity flow and mobility of people within, to and from the ARCs in support to agribusiness, livelihood and domestic activities;
- e. To improve access to and availability of potable water in the ARCs and organize/strengthen Water Users Associations/Groups (WUAs/WUGs) to operate and manage facilities; and
- f. To build upon and strengthen existing project management and monitoring and evaluation systems.

The *Logical Framework of the Project*, which shows indicators, results and outputs and key activities per major component that would directly contribute to the attainment of its overall development goal of increasing household income, is shown in **Annex A**. (Please see attached).

## 3. Project Scope

The Project was envisioned to support development activities in 136 ARCs, located in 54 provinces, including 21 poorest provinces registered in years 2000, 2003 and 2006, and covered 656 barangays, 137 municipalities and 16 regions nationwide (*Table 2-1*).

**Table 2-1. Distribution of ARC Sites & Agrarian Reform Beneficiaries  
(Region, Province, Municipality and Barangay)**

Region	Number				
	Province	Municipality	Agrarian Reform	Barangays	Agrarian Reform
CAR	6	18	18	116	17,313
I	4	14	14	63	9,447
II	4	11	11	57	7,486
III	7	16	16	83	17,443
IV-A	3	11	11	26	4,324
IV-B	3	7	7	15	6,828
V	4	10	8	60	14,634
VI	5	15	15	59	10,886
VII	1	4	4	43	4,224
VIII	2	4	5	14	2,282
IX	1	1	1	4	221
X	4	9	9	38	4,127
XI	4	7	7	32	4,328
XII	1	1	1	3	967
CARAGA	4	7	7	28	5,688
ARMM	1	2	2	15	821
<b>Total (16)</b>	<b>54</b>	<b>137</b>	<b>136</b>	<b>656</b>	<b>111,019</b>

This was composed of more than 111,000 agrarian reform beneficiaries (Table 2-1) and farmers' cooperatives, federations, Irrigators' Associations/Groups, water-users associations, LGUs and POs in the 136 ARCs.

Under ARC connectivity development, the linkages between and among the ARCs in the 54 provinces to enable farmers and their organizations to efficiently undertake collective and unified marketing, information exchange, training and financial services, such as microfinance and credit facilitation, was promoted.

#### **4. Project Components**

The Project espoused the integrated approach to the development of communities, which involved a combination of rural infrastructure development, organization/ID, and agricultural and agribusiness development support and promoted linkages between and among the ARCs.

**Agrarian Reform Community (ARC) Development.** The Project addressed the development needs in ARCs by providing the following basic infrastructure, organizational support, and enabling technology to ARBs and their organizations, with complementary agribusiness and enterprise development

to fast-track the development of specific communities and mold them into building blocks of economic development as follows.

**4.1. Rural Infrastructure (RI) Development.** This involved the provision of basic infrastructure for ARCs to improve productivity, mobility, access to potable water and provide facilities for agribusiness development, as follows:

- b. *Irrigation Facilities.* This covered the construction or rehabilitation of Communal Irrigation Projects/Systems (CIPs/CISs), including diversion structures, canalization, and other facilities, as well as the development of the capacity of the LGUs POs, as subject-organizations, who are responsible for the operation and management of the facilities. The types of irrigation facilities that were constructed or rehabilitated were gravity, shallow tube well, small-water impounding, sprinkler irrigation system, drip irrigation system, and rubber dam. These facilities serve to (i) improve farm productivity, through the provision of steady irrigation water supply; (ii) increase the agricultural production through intensive farming; and (iii) establish an agricultural production basin in the ARCs.
- c. *Farm-to-Market Roads (FMRs) and Bridges.* This covered the construction, rehabilitation or improvement of barangay roads and related structures in the ARCs and the rehabilitation or improvement of critical access roads and bridges within and outside the ARCs. The subprojects serve to improve the efficiency of commodity flow and mobility of people within, to and from the ARCs, to promote agribusiness, livelihood and domestic activities.
- d. *Post-Harvest Facilities (PHFs)/Municipal Agrarian Information and Marketing Centers (AIM-Cs).* This covered the construction of PHFs to serve as warehouse, solar dryer, trading post and ARC-level processing facility in support of agribusiness development. It also provided for the construction of Municipal AIM-Cs which serve as venues for training and agricultural extension activities, product upgrading and labeling, market information exchange and other social or community activities, including as office space for the primary cooperatives. The construction of a multi-purpose building (MPB) was designed to provide the necessary facilities for post-harvest activities, particularly to maximize the benefits from agricultural produce by improving quality and increase price, thereby improving farm economy. The buildings likewise serve as start-up investment by federations of ARB cooperatives for future ventures into higher level of enterprise development.
- e. *Potable Water Supply (PWS).* The goal of the provision of the facilities is to improve the health condition of the members of farmers' households

in the areas, to minimize the time spent by women and children in hauling water from springs and wells, and generally improve the living standards in the ARCs. This involved the construction or rehabilitation of rural water supply, classified as Level I and Level II. Level I are the water supply system prevailing in most ARCs and commonly equipped with a cylinder-type manual pump. The number of household beneficiaries is 25 to 50 and located within 250 meters from a well. The water use is determined on the basis of the daily unit consumption of 40 liters per person; *Level II*. This consists of a deep well or spring, pumping equipment, water tank, main pipe line, distribution pipe line and communal faucets. This system is provided to areas where numbers of beneficiaries are more than 100 households.

**4.2. Institutional Development (ID).** This component entailed the organizing and strengthening of various organizations in the ARCs to build their capabilities to operate and manage the RI facilities and agri-business activities and ensure sustainability of the interventions provided. Specifically, subject-organizations (SOs) were assisted with the following types of interventions:

- a. *Irrigators' Associations (IAs)/Irrigators' Groups (IGs)*: organizing and strengthening through technical training and deployment of Irrigation Development Officers (IDO) under NIA for proper operation and maintenance of the CIPs/CISs;
- b. *Primary Cooperatives*: strengthening of their viability to make them capable of performing the following: as proponents and eventual owners of PHF/AIM-C facilities; as conduits for the provision of production inputs, financial services, (such as credit, microfinance), technology and information for its individual members and partner-POs; as partners by entering into joint venture agreements with the business sector; and as consolidators, trading or marketing arms in the ARCs. To achieve this, primary cooperatives were organized and/or strengthened, with Development Facilitators (DFs) and Institutional Development Coordinators (IDCs) under DAR which provided basic cooperative development activities.
- c. *Water Users' Associations (WUAs)/Water Users Groups (WUGs)*: organizing and strengthening through capability-building training to enable them to carry out the operation and maintenance of the PWS with the Municipal LGUs' Local Development Worker (LDW) who provided ID activities for the SOs.

**4.3. Agriculture and Agribusiness Development (AAD) for ARCs.** This component addressed the objectives of the Project on increasing crop productivity and developing viable agribusiness, enterprises and

livelihood opportunities in the ARCs, through the provision of appropriate and improved technology/ies, agribusiness linkages and appropriate facilities. The Project supported the development of viable agribusiness activities in the ARCs to harness their agricultural potential, add value to agricultural products, and make them more competitive in the mainstream market. The interventions included the promotion of widespread adoption and commercialization of mature and appropriate technology, expansion or upscaling of existing enterprises, establishment of new profitable market-based enterprises and agribusiness services, broadening access to information, provision of necessary facilities and other business development assistance.

**4.4 ARC Connectivity Development.** In particular, the component was in support of DAR's institutional directive to promote ARC connectivity. Under the Project, the promotion of the organization of provincial federation/network of POs, such as primary cooperatives, farmers' associations, IAs, women's associations, among others, was undertaken. The interventions included the following: (i) provision and establishment of AIM-C facilities in strategic provinces to serve as venues for agribusiness markets and market information, financial services, such as microfinance, credit facilitation and agricultural extension services; and (ii) organization and/or strengthening of federations to promote inter/intra ARC collaboration and partnership among POs.

**4.5 Federation/Network of Peoples' Organizations.** The interventions provided were the following: (i) provision of assistance to POs which have decided to organize themselves into a federation; or (ii) strengthening of existing federation/networks of POs, as a vehicle to establish or improve connectivity and network between and among POs and ARCs, resource institutions and business partners. Specifically, federations were assisted in the establishment of demand or market driven agri-business activities, in partnership with the private and business sectors. This was undertaken in collaboration with the Provincial LGUs and Technical Assistance Partner Institutions/Individuals (TAPIs) which provided support and technical assistance in forging linkages with other business and service entities in the areas.

The assistance provided included support to federations to facilitate networking among the ARCs within provinces, and serve as business consolidator and provider of agricultural extension services, training and financing for the production activities of primary cooperatives.

**4.6 Provincial Agrarian Information and Marketing Center (AIM-C).** The Provincial AIM-C is a facility for the federation to perform three (3) core businesses and services: marketing and market information; financial services (microfinance/credit facilitation) and agri-extension services. The facility was designed to serve as the nerve center for consolidating the

widely-dispersed, small-scale, individually-operated businesses and services of POs in different ARCs into a unified provincial-based operations. The facility is also intended to facilitate distribution of supplies, materials, products, technology dissemination, financial services and agri-extension to individuals and POs in ARCs. The operation of the AIM-C is considered to foster connectivity that is productive and mutually-beneficial to POs, federations and their business partners.

**4.7 Agriculture and Agribusiness Development for ARC Connectivity.** The component supported agribusiness concerns of federations or cluster of POs to promote ARC connectivity. The interventions provided were in the areas of (i) agricultural production improvement; (ii) enterprise and agribusiness development; and (iii) linkage with potential partners.

**5. Project Administration.** **As lead agency in the implementation of the Project, DAR exercised overall administration, planning, control, management and supervision in the implementation of the Project. Implementation was in partnership principally with the National Irrigation Administration (NIA) for irrigation, Department of Public Works and Highways (DPWH) for FMRs, and LGUs for PWS, PHF and AIM-C development. The IDC intervention, including support to AAD, were carried out in collaboration with partner institutions such as NGOs, State Universities and Colleges (SUCs), private entities, business sector, other government line agencies, POs, TAP Institutions and Individuals and LGUs.**

For the RI component, implementation arrangements was prescribed under the Project Memorandum signed by and among DAR, NIA and DPWH and JICA. A Memorandum of Agreement (MOA) signed by and among DAR, NIA and DPWH served as basis for the implementation of specific irrigation and FMR subprojects, as approved by DAR and the Project Coordinating Council (PCC), the policy-making body of the Project. The Council is an inter-agency body chaired by the Secretary of DAR, with members from implementing agencies, such as NIA and DPWH, and oversight agencies, namely, NEDA, Department of Budget and Management (DBM), Department of Finance (DOF), Presidential Agrarian Reform Council (PARC) Secretariat, Commission on Audit (COA), among others.

The terms and scope of assistance and partnership with NIA and DPWH were spelled out under the MOA while individual Subproject Agreements (SPAs), particularly for the PHF, PWS, and AIM-C Development subcomponents, were signed per subproject between DARPO and the concerned Municipal or Provincial LGUs. The services for ID component was covered by either a MOA or a service contract by and between DAR

and the concerned TAPI.

**The same organization and arrangements implemented under ARISP II was adopted under the Project. DAR has overall responsibility for the implementation and received policy direction and management guidance from the PCC. Within DAR, the Project continued to mainstream its operation utilizing the organic units of the Department at the central, regional, provincial and municipal levels. At the Central Office level, the DAR Central Project Management Office (CPMO), under the direction of the Project Implementation Officer (PIO) of the Foreign-Assisted and Special Projects Office (FASPO), handled the day-to-day operations of the Project.**

At the national level, the Inter-Agency PMO composed of the DAR CPMO and its counterparts, the CARP-Irrigation Component of NIA Head Office and CARP-Center for Labor-Based Unit of DPWH Central Office convened project management meetings to track progress of implementation, resolve issues and agree on next plans of action. These different offices managed and supervised their respective field offices: the NIA Regional Irrigation Office (RIO), Provincial Irrigation Office (PIO), DPWH Regional Office and District Engineering Office (DEO), in the implementation of the components assigned to each of them.

## **6. Project Overall Physical and Financial Accomplishments**

As of September 30, 2017, ARISP III has attained an overall weighted physical accomplishment rate of 95.43 % with cumulative budget support of 100% per Investment Coordinating Committee (ICC)-approved cost and was able to cover 85.57% of the revised global targets (in terms of no. of subprojects) notably for infrastructure development components. Likewise, the Project was able to utilize 98.90 % of its programmed budget under loan proceeds and availed 107.38 % of its scheduled availment based on the projected disbursement projection prepared for the year.

In terms of elapsed time, the Project has already spent 100 % of the total project duration based on loan closing (April 2017). Detailed accomplishments of the Project is presented in its overall Project Completion Report (PCR), hard copies can be obtained from the Project Management Service (PMS).

The specific list of ARCs covered and interventions provided under the Project is presented in Attachment D-3.

## **LOAN DATA**

Project Title	<b>AGRARIAN REFORM INFRASTRUCTURE SUPPORT PROJECT – PHASE III</b>		
Fund Source	Japan International Cooperation Agency	Signing Date	18 December 2007
Loan Agreement	PH-P242	Effectivity Date	15 April 2008
Loan Amount  (Original Currency)	¥11,802 million	Closing Date	15 April 2017
Implementing Agencies/ Partners	<ul style="list-style-type: none"> <li>▪ Department of Agrarian Reform</li> <li>▪ National Irrigation Administration</li> <li>▪ Department of Public Works and</li> </ul>	Interest Rate  Civil Works (CW) 1 <sup>1</sup>  Civil Works (CW) 2 <sup>2</sup>	1.50%  0.75%
	Highways  <ul style="list-style-type: none"> <li>▪ Local Government Units</li> <li>▪ Technical Assistance Partner Institutions/Individuals</li> </ul>	Consulting Services  Commitment  Charges	0.01%  None
Regions	16 Regions	Maturity Period  (Number of Years) <sup>3</sup>	30 Years (CW 1)  40 Years (CW 2)
Provinces	54 Provinces	Grace Period  (Number of Years)	10 Years (CW 1)  10 Years (CW 2)
Beneficiaries	More than 111,000 Agrarian Reform Beneficiaries	Cancellation	None
Description	<p>The Project is intended to help reduce poverty by espousing the integrated approach to the development of ARCs, which involved a combination of rural infrastructure, organization/institutional development, and agricultural and enterprise development support. It enhanced linkages between and among ARCs to promote agribusiness and facilitate the marketing of agricultural and agri-based products through the provision of the required basic and social infrastructure, extension services, including micro-finance under the ARC Connectivity Development strategy.</p>		



### PROJECT GLOBAL TARGETS PER COMPONENT

Components		Output Indicators	Targets at End-of-Project	
			Original	Revised
A. ARC Development				
1. Rural Infrastructure Development				
a. Irrigation Facilities	Number of subprojects	111	127	
	Number of hectares	21,845	13,468	
b. Post-Harvest Facilities/Municipal Agrarian Information and Marketing Centers	Number of subprojects	67	94	
c. Farm-to-Market Roads	Number of subprojects	134	166	
	Number of kilometers	707.2	754.0	
d. Bridges	Number of subprojects	33	18	
	Number of linear meters	1,334	1,822	
e. Potable Water Supply	Number of subprojects	81	84	
2. Institutional Development		Number of ARCs covered	129	136
a. National Irrigation Administration		Number of Irrigators' Associations/Groups	111	134
b. Local Government Units		Number of Water User Associations/Groups	81	84
Components	Output Indicators	Targets at End-of-Project		
		Original	Revised	
c. Department of Agrarian Reform	Number of Primary Cooperatives	129	136	
3. Agriculture and Agri-business Development	ARC Level	129	136	
	Provincial Level	52	52	
B. ARC Connectivity Development				
1. Provincial Agrarian Information and Marketing Center (AIM-C)	Number of subprojects (new construction)	26	24	

2. Federation/Network of Peoples' Organizations	Number of Federations/ Network of POs	54	54
<b>C. Project Administration</b>			
1. Engagement of Consultants	Number of Consulting Service	1	1
2. Project Management			
a. Establishment of PMOs	Number of PMOs established	70	74
b. Implementing Policies	Number of Implementing Policy Guidelines approved/ implemented	1	1
c. Procurement of Equipment	Number of computers procured	120	206
	Number of vehicles procured	9	10
	Number of motorbikes procured	129	130
	Number of digital cameras/LCD projectors procured	50 / 50	90 / 60

#### PROJECT COST

ICC-Approved Cost (2006)		Cost Under Loan Agreement (2007)		Revised Cost (2015)	
Total (P million)	7,964.636	Total (P million)	5,514.000	Total (P million)	7,964.513
Loan Proceeds (P million)	5,973.483	Loan Proceeds (P million)	2,757.000	Loan Proceeds (P million)	5,973.557
Loan Proceeds (\$ million)	32.698	Loan Proceeds (\$ million)	117.680	Loan Proceeds (\$ million)	135.209
GOP Counterpart (P million)	1,991.153	GOP Counterpart (P million)	2,757.000	GOP Counterpart (P million)	1,990.956
Conversion Rate	\$1 = P55.00	Conversion Rate	\$1 = P51.40	Conversion Rate	\$1 = P44.18

#### IMPLEMENTATION SCHEDULE

Project Start Date	17 August 2007
Physical Completion Date	
Original	31 August 2014
Revised	31 August 2015 <sup>4</sup>
Second Revision	31 December 2015 <sup>5</sup>

<sup>1</sup>Cost of rural infrastructure development component, namely, farm-to-market roads/bridges, irrigation, post-harvest facilities and agrarian information and marketing centers.

<sup>2</sup>Cost of potable water supply development.

<sup>3</sup>Includes the 10-year-grace period.

<sup>4</sup>Approved per NEDA Investment Coordinating Committee (ICC) notation dated 13 December 2013.

