



# Request for Proposals (RfP)

## **1.2. Summary of the Requirement**

IUCN invites you to submit a Proposal for “Organising SMART patrol training courses for DNP park rangers and officials”. The detailed description of the Requirement can be found in Part 2 of this RfP.

## **1.3. The procurement process**

The following key dates apply to this RfP:

<b>RfP Issue Date</b>	09 June 2020
<b>RfP Closing Date and Time</b>	22 June 2020; 18:00 Bangkok time
<b>Estimated Contract Award Date</b>	01 October 2020

## **1.4. Conditions**

IUCN is not bound in any way to enter into any contractual or other arrangement with any Proposer as a result of issuing this RfP. IUCN is under no obligation to accept the lowest priced Proposal or any Proposal. IUCN reserves the right to terminate the procurement process at any time prior to contract award. By participating in this RfP, Proposers accept the conditions set out in this RfP.

### ***1.9. Withdrawals and Changes to the Proposal***

Proposals may be withdrawn or changed at any time prior to the RfP closing date and time by written notice to the IUCN contact. No changes or withdrawals will be accepted after the RfP closing date and time.

## **PART 2 – THE REQUIREMENT**

IUCN wishes to organise a series of SMART (Spatial Management and Reporting Tool) patrol training courses for DNP rangers and park officers from nine southern protected areas in the Western Forest Complex (WEFCOM). The aim is to refresh and strengthen technical knowledge of SMART in order to enhance the effectiveness of patrolling in the target areas. The nine target areas are: 1) Thong Pha Phum National Park; 2) Sai Yok National Park; 3) Khao Laem National Park; 4) Lam Khlong Ngu National Park; 5) Khuean Srinagarindra National Park; 6) Phu Toei National Park; 7) Chaloem Rattanakosin National Park; 8) Erawan National Park; and 9) Salakpra Wildlife Sanctuary. These nine protected areas are the key dispersal habitats for the tiger population in WEFCOM.

### **SCOPE OF WORK**

1. Proposers will design and conduct a training needs assessment among the rangers and officers in the target PAs and prepare a report, summarising the findings and recommendations.

2. Based on the results of the needs assessment, proposers will design the content for a five-day SMART patrol training course, addressing at least the following topics:

- 2.1 Technical knowledge and awareness raising of natural resources and wildlife conservation;
- 2.2 Techniques and methods of the SMART patrol system;
- 2.3 SMART patrol planning;
- 2.4 Use of maps, compass and the global positioning system (GPS);
- 2.5 Patrols for collecting data on tigers, other wildlife species and their threats;
- 2.6 Database development and analysis of patrol data using the Management Information System Program (MIST) and the SMART Program;
- 2.7 Techniques for self-defence, making arrests and using weapons.
- 2.8

**PART 3 – THE EVALUATION MODEL**

<b>Criteria</b>	
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## **PART 4 – INFORMATION TO BE PROVIDED BY PROPOSERS**

By participating in this RfP, Proposers are indicating their acceptance to be bound by the conditions set out in this RfP.

This Part details all the information Proposers are required to provide to IUCN. Submitted information will be used in the evaluation of Proposals. Proposers are discouraged from sending additional information, such as sales brochures, that are not specifically requested.

**Each of the following must be submitted as a separate document, and will be evaluated separately.**

### **4.1. Declaration**

Please read and sign the Declaration and include this in your proposal.

### **4.2. Technical information/Service Proposal (not more than 5 pages)**

- Brief introduction to the Proposer's organization, its status and its work in Thailand;
- Brief summary of the Proposer's previous and ongoing collaboration with DNP-Thailand;
- Summary of the Proposers' previous experience in delivering SMART training courses in Thailand and other countries;
- Description of the methodology/approach to be used in the needs assessment;
- Detailed description of the proposed training course content;
- Detailed description of the proposed training methodologies;
- Brief summary the proposed training venue(s), logistical arrangements and health and safety considerations;
- List of staff to be involved in the training programme and a summary of their relevant qualifications and experience;
- Proposer's full contact details, including the name and email address of the focal point for communications related to this project.

### **4.3. Financial Proposal**

The following should be included in the financial proposal inclusive of taxes:

- Staff costs;
- Travel costs, accommodation, meals and DSA for training workshop participants;
- Travel costs, accommodation, meals and DSA for Proposer's staff;
- Other workshop logistical costs (venue hire, etc);
- Production of training materials;
- Honoraria or other professional fees for experts and/or trainers;
- Management overhead (maximum 8%).

### **4.4. Pricing information**

#### **Prices include all costs**

Submitted rates and prices are deemed to include all costs, insurances, taxes, fees, expenses, liabilities, obligations, risk and other things necessary for the performance of the Requirement. Any charge not stated in the Proposal as being additional, will not be allowed as a charge against any transaction under any resultant Contract.

#### **Currency of proposed rates and prices**

Unless otherwise indicated, all rates and prices submitted by Proposers shall be in THB and USD.

#### **Rates and Prices**

1 USD = 31 THB

#### ***4.5. Non-price commercial information***

None

## **PART 5 – DEFINITIONS**

For the purposes of this Request for Proposal (RfP) the following definitions apply:

Contract	Means any contract or other legal commitment that results from this Request for Proposals.
Contractor	Means the entity that forms a Contract with IUCN for provision of the Requirement.
Instructions	Means the instructions and conditions set out in Part 1 of this Request for Proposals.
IUCN	Means IUCN, International Union for Conservation of Nature and Natural Resources.
IUCN Contact	Means the person IUCN has nominated to be used exclusively for contact regarding this Request for Proposals and the Contract.
Proposal	Means a written offer submitted in response to this Request for Proposals.
Proposer	