



Request for Proposals (RfP)

Organising SMART patrol training courses for DNP park rangers and officials

Accelerating Tiger Recovery Along the Thailand-Myanmar Border,
IUCN Thailand Programme

Issue Date: 25 June 2020

Closing Date and Time: 17 July 2020; 18:00 Bangkok time

IUCN Contact :

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PART 1 – INSTRUCTIONS TO PROPOSERS AND PROPOSAL CONDITIONS

1.1. About IUCN

IUCN is a membership Union uniquely composed of both government and civil society organisations. It provides public, private and non-governmental organisations with the knowledge and tools that enable human progress, economic development and nature conservation to take place together.

Headquartered in Switzerland, the IUCN Secretariat comprises around 950 staff in more than 50 countries and is represented in Thailand by the Thailand Country Office at 63 Sukhumvit 39, Bangkok.

Created in 1948, IUCN is now the world's largest and most diverse environmental network, harnessing the knowledge, resources and reach of more than 1,300 Member organisations and some 10,000 experts. It is a leading provider of conservation data, assessments and analysis. Its broad membership enables IUCN to fill the role of incubator and trusted repository of best practices, tools and international standards.

IUCN provides a neutral space in which diverse stakeholders including governments, NGOs, scientists, businesses, local communities, indigenous people's organisations and others can work together to forge and implement solutions to environmental challenges and achieve sustainable development.

Working with many partners and supporters, IUCN implements a large and diverse portfolio of conservation projects worldwide. Combining the latest science with the traditional knowledge of local communities, these projects work to reverse habitat loss, restore ecosystems and improve people's well-being.

www.iucn.org
<https://twitter.com/IUCN/>

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:

RfP Issue Date	25 June 2020
RfP Closing Date and Time	17 July 2020; 18:00 Bangkok time
Estimated Contract Award Date	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.

Proposers must sign the “Proposer’s Declaration” and include it in their Proposal.

1.5. Queries and questions during the RfP period

Proposers are to direct any queries and questions regarding the RfP to the above IUCN Contact. No other IUCN personnel are to be contacted in relation to this RfP.

Proposers may submit their queries no later than 17 July 2020.

As far as possible, IUCN will issue the responses to any questions, suitably anonymised, to all Proposers. If you consider the content of your question to be confidential, you must state this at the time the question is posed.

1.6. Amendments to RfP documents

IUCN may amend the RfP documents by issuing notices to that effect to all Proposers and may extend the RfP closing date and time if deemed appropriate.

1.7. Proposal lodgement methods and requirements

Proposers must submit their Proposal to IUCN no later than 18.00 Thailand time on 17 July 2020 by email to: Pratheep.Mekatitam@iucn.org. The subject heading of the email shall be: RfP – Organising SMART patrol training courses for park rangers and DNP park officials - [Proposer’s Name]. Electronic copies are to be submitted in PDF and MS Word format. Proposers may submit multiple emails (suitably annotated – e.g. Email 1 of 3) if attached files are deemed too large to suit a single email transmission.

Proposals must be prepared in English and in the format stated in Part 3 of this RfP.

1.8. Late and Incomplete Proposals

Any Proposal received by IUCN later than the stipulated RfP closing date and time, and any Proposal that is incomplete, will not be considered. There will be no allowance made by IUCN for any delays in transmission of the Proposal from Proposer to IUCN.

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.

1.10. Validity of Proposals

Proposals submitted in response to this RfP are to remain valid for a period of 60 calendar days from the RfP closing date.

1.11. Evaluation of Proposals

The evaluation of Proposals shall be carried out exclusively with regards to the evaluation criteria and their relative weights specified in part 3 of this RfP.

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) Chaloe M 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 Human rights and security considerations
3. Proposers will organize at least five training sessions between 1 October 2020 and 31 May 2021, for park rangers and DNP officials from the nine protected areas mentioned above. In total, a minimum of 150 participants should complete the training courses.
4. Proposers will jointly make a decision on the venue for training sessions with DNP.
5. Proposers will consult with the Superintendents of each PA to identify numbers of participants and eligible staff to attend the training sessions.
6. Proposers will provide all necessary training equipment for training sessions.
7. Proposers will prepare training reports to summarize training results, with photographs, lists of participants and other information related to the training courses and submit to IUCN.

Maximum Budget: THB 1,000,000

PART 3 – THE EVALUATION MODEL

Criteria	Scores
1. Training course content	30
2. Training methodologies/adult learning approaches	30
3. Experience and qualifications of the proposer and the training team	20
4. Budget	20
Total	100

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	Means an entity that submits, or is invited to submit, a Proposal in response to this Request for Proposals.
Requirement	Means the supply to be made by the Contractor to IUCN in accordance with Part 2 of the RfP.
RfP	Request for Proposals