

## TERMS OF REFERENCE

### Hiring of Consultancy Firm for the Formulation of the Agriculture and Fisheries Modernization Plan (AFMP) 2018-2023

#### I. Background and Rationale

Section 13 of Republic Act No. 8435 or the Agriculture and Fisheries Modernization Act (AFMA) of 1997 has mandated the DA to formulate an **Agriculture and Fisheries Modernization Plan (AFMP)** to develop the agriculture and fisheries sector with focus on food security, poverty alleviation and social equity, income enhancement and profitability (especially for farmers and fisherfolk), global competitiveness and sustainability. The plan formulation process should be participatory in consultation with farmers and fisherfolk, private sector, NGOs, peoples organizations and the appropriate government agencies and offices.

The first AFMP 2001-2004 was formulated by the DA with assistance from the Pilot-Testing of Participatory Agricultural Planning Systems (PPAPS) Project in 2000. The second AFMP covers the period 2011-2017 and it differs from the previous AFMP by adopting a value chain development approach and it mainstreams climate change concerns in the plan rather than addressing it independently.

The formulation of the next AFMP 2018-2023 will be through the Philippine Rural Development Project (PRDP) which is being implemented by the DA and assisted by the World Bank. It is a 6-year project which aims to increase rural incomes and enhance farm and fishery productivity in the targeted areas by supporting smallholders and fisher folk to increase their marketable surpluses, and their access to markets. Section I (item 5) of the Loan Agreement of the PRDP dated 08 September 2014 provides for the updating of the AFMP thru its I-PLAN Component.

The I-PLAN Component aims to institutionalize the AFMP and the Regional AFMPs as the main basis of decision making and operations in the DA at the national, regional and local levels. Hence, all DA plans and budgets should be consistent with the next AFMP. Moreover, the Provincial Commodity Investment Plans (PCIPs) which were developed under PRDP needs to be integrated in the next AFMP.

#### II. Objectives

1. To assist the DA in formulating the AFMP 2018-2023 taking into account the guidelines and manuals to be developed under the project *Harmonization of the DA Planning and Budgeting System* under PRDP.
2. To integrate the PCIPs in the regional plans and investment program of the AFMP 2018-2023.

### III. Scope of Work

The consultancy firm shall undertake the following services to achieve the objective stated in this TOR:

1. Formulate the AFMP 2018-2023 taking into account the guidelines and manuals to be developed under the project *Harmonization of the DA Planning and Budgeting System* under PRDP;
2. Conduct an assessment of the following: (i) performance of the agriculture and fisheries sector in the last medium-term, (ii) planning process of the AFMP 2011-2017, and (iii) implementation of the AFMP 2011-2017 by the DA (including its bureaus, attached agencies and corporations) and other government agencies/stakeholders;
3. Review the inter-agency programs of other departments such as the Manufacturing Resurgence Program (MRP) of the DTI and various commodity roadmaps;
4. Identify the current and future challenges facing the sector such as ASEAN Economic Community, climate change, possible removal of the Quantitative Restrictions (QR) on rice under WTO in 2017, among others, and recommend concrete policy options;
5. Formulate the Strategic Framework of the AFMP 2018-2023 that is aligned with the AFMA of 1997, Philippine Development Plan (PDP), Sustainable Development Goals (SDGs) and other relevant laws/plans/frameworks;
6. Integrate the PCIPs developed under the I-PLAN Component of the PRDP in the regional plans and investment program of the AFMP 2018-2023;
7. The formulation of the functional/component plans of the AFMP 2018-2023 should be harmonized with existing or on-going plans of DA bureaus, attached agencies and corporations such as the mechanization plan of PhilMech, extension plan of ATI, farm-to-market roads (FMR) plan, among others;
8. Provide the methodology (which maybe from existing studies) to estimate the impact of the annual investment requirements of the AFMP 2018-2023 vis-à-vis the target outcomes such as productivity, gross value added (GVA) growth, income of agri-based households, food security, climate change resilience, among others;
9. Formulate the performance indicators (e.g. baseline, targets, etc.) and the plan monitoring and evaluation framework, including the institutional arrangements;
10. Consolidate and process the inputs from all DA operating units including physical targets, investment requirements, among others, in coordination with the concerned divisions under the DA-Planning and Monitoring Service (DA-PMS);
11. Document the proceedings of consultation workshops and trainings; and

12. Provide the presentation materials, resource person/facilitator during the consultation workshops/orientation and meetings.

#### **IV. Project Duration**

The engagement of the consulting firm is 10 months from receipt of Notice to Proceed (NTP).

#### **V. Qualification of the Consultancy Firm**

1. The firm has at least 10 years of experience in development/strategic planning in the agriculture and fisheries sector of the Philippines;
2. The members of the team of consultants of the firm should have the following qualifications:
  - a. Development Planning Expert – Team Leader (1 pax)
    - 10 years of work experience in strategic planning in the field of agriculture and fisheries
    - Has an academic degree in development planning, rural development, economics or other related field of studies
    - At least a Masters Degree holder
    - Has a firm grasp of major issues and concerns in Philippine agriculture and fisheries
  - b. Investment Programming Expert (1 pax)
    - 8 years of work experience in investment programming, preferably, in the preparation of public investment plans/programs in the agriculture and fishery sector
    - Has an academic degree in development planning, economics, project management or other related field of studies
    - At least a Masters Degree holder
    - Has a firm grasp of major issues and concerns in Philippine agriculture and fisheries sector
  - c. Subject-Matter Experts (7 pax)
    - Agribusiness and Marketing
    - Regulations
    - Agricultural Commodities
    - Rural Infrastructure and Logistics
    - Governance/Agricultural Extension
    - Climate Change Resilience in Agriculture
    - Monitoring and Evaluation

All subject-matter experts should have at least 10 years of work experience in their respective fields, at least a master degree holder in a related field of study and has a firm grasp of major issues and concerns in the Philippine agriculture and fisheries sector.

## VI. Obligations/Duties and Responsibilities of the DA

1. The DA-PMS shall oversee, coordinate and review all outputs of the consultancy firm for approval by the Undersecretary for Policy and Planning. The following is the tasking among the divisions of the DA-PMS:
  - a. Planning and Programming Division (PPD) – Lead division and shall coordinate and review the outputs of the consultancy firm on the whole plan, strategic framework, goals, strategies and targets.
  - b. Investment Programming Division (IPD) – Coordinate and review the outputs of the consultancy firm on the investment program/requirements of the AFMP.
  - c. Monitoring and Evaluation Division (MED) – Coordinate and review the outputs of the consultancy firm on the assessment part and monitoring and evaluation.
2. Review the timetable in consultation with the firm for the project, including workshops/orientation and meetings;
3. Review and approval of the inception report and the AFMP drafted by the consulting firm;
4. Provide counterpart such as workstation of the staff of the consultancy firm; and

## VII. Institutional and Reporting Arrangement

The consulting firm will report directly to the Director of the Planning and Monitoring Service (DA-PMS). The Director of the DA-PMS shall review all outputs of the consulting firm and endorse it for the approval of the Undersecretary for Policy and Planning.

## VIII. Schedule of Deliverables

Deliverables	Timeline
Submission and acceptance of the Inception Report	Two (2) months after the issuance of Notice to Proceed (NTP)
Submission and acceptance of the draft AFMP 2018-2023: <ol style="list-style-type: none"><li>1. Overall narrative with supporting data and visuals</li><li>2. Regional Plans</li><li>3. Functional Plans based on AFMA 1997</li><li>4. Commodity Plans</li><li>5. Investment Program</li><li>6. Monitoring and Evaluation Plan</li></ol>	Four (4) months after Inception Report

Submission and acceptance of the final AFMP 2018-2023 and documentation	Four (4) months after the draft
Submission and acceptance of process documentation of consultation workshops	One (1) month after each workshop
Printed AFMP 2018-2023 (200 copies)	10 <sup>th</sup> month
<b>Total</b>	<b>Ten (10) months</b>

#### **IX. Ownership Rights**

The ownership rights of the plans, reports and all outputs of the firm and its team of consultants under this technical assistance shall belong to the DA.

#### **X. Estimated Budget**

The estimated budget is Php 14,000,000 chargeable against the NCPO I-PLAN 2016 Continuing Funds under the Philippine Rural Development Project (PRDP). This amount is inclusive of taxes and other expenses of the consulting firm. The budget for workshops and trainings will be charged against the I-PLAN of PRDP and regular funds of DA-PMS and PCAF.

## XI. Schedule of Activities

Activity	Responsible Agency	Year									
		Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10
1. Issuance of the AFMP 2018-2023 Planning Guidelines	DA-PMS										
2. Assessment of sector performance, AFMP 2011-2017 preparation and implementation	Consultancy Firm										
3. Submission of Inception Report	Consultancy Firm										
4. Training Workshops for all DA Operating Units in preparing the regional plans, component plans, commodity plans and integration of PCIPs	Consultancy Firm; all DA operating units										
5. Formulation of draft plans in consultation with LGUs/stakeholders by all DA operating units	All DA operating units										
6. Consolidation of draft AFMP 2018-2023	Consultancy Firm										
7. Submission of draft AFMP 2018-2023 to DA-PMS	Consultancy Firm										
8. AFMP Harmonization Workshop	Consultancy Firm; all DA operating units										
9. Consultation with Stakeholders (Luzon, Visayas and Mindanao workshops)	PCAF										
10. Presentation to NAF Council	PCAF and DA-PMS										
11. Revision of draft AFMP 2018-2023 based on various consultations	Consultancy Firm										
12. Submission of final AFMP 2018-2023 to DA-PMS	Consultancy Firm										
13. Approval of AFMP 2018-2023 by the DA Secretary	DA-PMS										
14. Printing of AFMP 2018-2023	Consultancy Firm										

Note: The DA-PMS, PCAF and I-PLAN of PRDP will shoulder the cost of workshops and trainings from their regular funds.