

REQUEST FOR PROPOSALS (RFP)

Conservation International Foundation ('CI'), the Contracting Entity, is issuing a Request for Proposals (RFP) for the procurement described below. This Request for Proposal (RFP) contains all the necessary information for interested Offerors.

1. General information

RFP number :	RFP-CI-PHILIPPINES FY26.02	Amendment number:	N/A
Amendment Summary:	N/A		
Name of Service/Good requested:	GIS and Mapping Consultant for Coastal Ecosystem Mapping (Oriental Mindoro)		
Funded by Program name and background:	<p>Transformative Actions for Climate and Ecological Protection and Development (TRANSCEND) Project.</p> <p>The TRANSCEND Project is a bilateral initiative between the Republic of the Philippines and Federal Republic of Germany through the International Climate Initiative (IKI), one of Germany's key instruments for supporting international climate action and biodiversity.</p> <p>Implemented from 2025 to 2029, TRANSCEND promotes a just transition to a climate-resilient, low-carbon, and biodiversity-friendly society. The project also supports the raising of ambition and implementation of national climate and biodiversity agendas, particularly the Philippine Biodiversity Strategy and Action Plan (PBSAP), National Adaptation Plan (NAP), and Nationally Determined Contribution (NDC).</p> <p>Output 1 (Biodiversity) of TRANSCEND is co-led by Conservation International (CI) Philippines. Output 1 aims to safeguard key biodiversity and restore ecosystems and natural carbon sinks in selected landscapes.</p>		
Type of contract/purchase order :	<input type="checkbox"/> Cost Reimbursement <input checked="" type="checkbox"/> Fixed Price <input type="checkbox"/> Not Specified		
Submission instructions:	<p>All correspondence, including submission of Proposals and Clarifications should be sent by email to cip-procurement@conservation.org</p> <p>Subject line: RFP – GIS and Mapping Consultant (TRANSCEND Project)</p>		

	All submissions are due by 11:59 PM (Philippine Time) on 15 April 2026 .	
Validity of bid:	90 days from the submission deadline.	
Important Dates	RFP Issue Date	03/24/2026
	Amendment Date	N/A
	Clarification Requests Due	04/05/2026
	Proposal Submission Due	04/15/2026
	Finalist Interviews	04/18–20/2026
	Estimated Award Decision	04/22/2026

2. Procurement details

Description of the project

The GIS and Mapping Consultant will contribute to Output 1, specifically through the mapping of coastal ecosystems, particularly mangroves and coastal/beach forests, in the province of Oriental Mindoro, which, together with Batangas, Marinduque, Romblon, and Occidental Mindoro, forms part of the Verde Island Passage, widely regarded as the center of the center of marine shorefish biodiversity in the world.

In coordination with coastal resource management (CRM) focal persons of the Oriental Mindoro local government units (LGUs), other CI Philippines consultants, and CI TRANSCEND project personnel, the GIS and Mapping Consultant will incorporate mapping of existing marine protected areas (MPAs) and potential new marine areas for protection when mapping the extent of mangrove areas and coastal/beach forests.

Definition of the goods or services required with detailed specifications

The GIS and Mapping Consultant will collect, compile, and manage geospatial coastal and marine data from existing datasets. The Consultant will ensure data accuracy, integrity, and compliance with geospatial standards and design and implement aerial drone surveys across coastal municipalities of Oriental Mindoro to map mangrove and coastal/beach forests, including existing and potential MPA sites. The output will contribute to the Philippine Government’s commitment to the PBSAP, together with the country’s ambitions in the NAP and NDC.

The GIS and Mapping Consultant will:

Geospatial Planning and Data Visualization:

- Collect, manage, and analyze geospatial data related to coastal and marine ecosystems, especially mangrove and coastal/beach forest areas, and perform geospatial analysis and mapping using GIS software;

- Identify and survey mangrove habitats in coordination with site partners and under the supervision of the Project Manager, to produce validated baseline maps and pre-select sites for project activities such as mangrove forest restoration and MPA management;
- Develop thematic maps and visualizations to effectively communicate project progress and outcomes, and support project planning, decision-making, and knowledge sharing with stakeholders;
- Design and implement aerial drone surveys to maximize identification of coastal and marine ecosystems, particularly mangroves, coastal/beach forests, and other potential areas for the establishment of MPAs and expansion of existing MPAs;
- Interpret geospatial data results and communicate findings effectively to technical and non-technical stakeholders; and
- With local stakeholder inputs, finalize suitable locations for coastal and marine conservation and protection in map form, including polygons or shapefiles representing existing MPAs, possible MPA expansion areas, and potential new MPA sites.

3. Offeror requirements: The below listed criteria represent the minimum requirements for all offerors responding to the RFP.

Educational Background: A bachelor's degree or higher in geography, geoinformatics, geomatics, environmental science, remote sensing, or a related field.

Expertise: A certified drone pilot with proficiency in GIS software such as ArcGIS, QGIS, and other relevant geospatial tools (e.g., geostatistics). Comprehensive understanding of spatial data collection, database management, and data quality control.

Experience: Minimum of 5 years of hands-on experience in GIS mapping, analysis, and geospatial data management. Experience in drone operation, spatial analysis, remote sensing, and mapping design, preferably in the context of biodiversity conservation or natural resources management projects.

Communication and Stakeholder Engagement: Excellent communication skills, with the ability to convey complex geospatial information to diverse audiences, including Indigenous Peoples/Indigenous cultural communities (IPs/ICCs) and technical experts.

Problem-Solving: Creatively address challenges during strategy development and implementation while adapting to evolving project needs on site, demonstrating flexibility and creativity in problem-solving.

Team Player: Proven ability to work effectively in a multidisciplinary team, especially with local stakeholders, fostering collaboration and ensuring that geospatial insights contribute to project success.

4. Submission requirements: Proposals will be considered complete if they include all these items:

Technical Proposal	☒
Cost Proposal	☒
Signed Offeror Representation of Transparency, Integrity, Environmental and Social Responsibility	☒

Other: letter of intent, CV, two (2) professional work references, applicant's contact details, portfolio of GIS work, and drone certification



This RFP does not obligate CI to execute a contract, nor does it commit CI to pay any costs incurred in the preparation or submission of the proposals. Furthermore, CI reserves the right to reject any and all offers, if such action is considered to be in the best interest of CI.

Technical Proposal

<p>Part 1: Technical Approach, Methodology and Detailed Work Plan.</p>	<p>The Technical Proposal should describe in detail how the Offeror intends to carry out the requirements described in Section 2, Scope of Work (SOW). The technical proposal should demonstrate a clear understanding of the work to be undertaken and the responsibilities of all parties involved. The Offeror should include details on personnel, equipment, and contractors who will be used to carry out the required services.</p>
<p>Part 2: Management, Key Personnel, and Staffing Plan.</p>	<p>CVs may be included in an annex to the technical proposal. CVs must demonstrate:</p> <ul style="list-style-type: none"> • Educational background relevant to the assignment, including at minimum a bachelor's degree or higher in geography, geoinformatics, geomatics, environmental science, remote sensing, or a related field; • At least five (5) years of hands-on experience in GIS mapping, spatial analysis, geospatial data management, and map production; • Proven proficiency in GIS and related geospatial software, including ArcGIS, QGIS, and other relevant tools for spatial analysis, database management, and data quality control; • Valid certification and demonstrated experience as a drone pilot, including planning and implementing aerial drone surveys for mapping and data collection; • Experience in remote sensing, habitat mapping, and analysis of coastal and marine ecosystems, preferably mangroves, coastal/beach forests, and marine protected areas; • Demonstrated experience in biodiversity conservation, natural resources management, or similar environmental projects; • Ability to produce validated baseline maps, shapefiles, polygons, thematic maps, and other geospatial outputs that support planning and decision-making; • Strong communication skills and demonstrated ability to present technical geospatial findings to both technical and non-technical audiences,

	<p>including local government units, Indigenous Peoples/Indigenous cultural communities (IPs/ICCs), and other stakeholders;</p> <ul style="list-style-type: none"> • Proven ability to work collaboratively in multidisciplinary teams and coordinate effectively with site partners, consultants, and project personnel; and • Strong problem-solving, adaptability, and organizational skills relevant to field-based geospatial work and evolving project requirements. <p>For the Management and Staffing Plan, the Offeror should clearly describe:</p> <ul style="list-style-type: none"> • The proposed personnel structure for the assignment, including the lead consultant and any support staff, technicians, drone operators, GIS analysts, or subcontractors, if applicable; • The roles and responsibilities of each proposed team member; • The level of effort or estimated person-days for each key personnel position; • The reporting and coordination approach with Conservation International Philippines, LGU focal persons, and other project stakeholders; and • How the team will ensure timely delivery of outputs and quality assurance for all geospatial data, maps, and reports.
<p>Part 3: Corporate Capabilities, Experience, Past Performance, and 2 client references.</p>	<p>Please include descriptions of similar projects or assignments and at least two client references.</p>

Cost Proposal

- The cost proposal is used to determine which proposals are the most advantageous and serves as a basis of negotiation for the award of a contract.
- The cost proposal must be all-inclusive of profit, fees, or taxes.
- Additional costs cannot be included after award, and revisions to proposed costs may not be made after submission unless expressly requested by CI should the offeror's proposal be accepted.
- Offerors must provide a detailed budget showing major expense line items. Offers must show unit prices, quantities, and total price. All items, services, etc. must be clearly labeled and included in the total offered price.
- All cost information must be expressed in [Philippine Peso \(PHP\)](#).
- The cost shall also include a budget narrative that explains the basis for the estimate of every cost element or line item.
- Supporting information must be provided in sufficient detail to allow for a complete analysis of each cost element or line item.

- CI reserves the right to request additional cost information if the evaluation committee has concerns about the reasonableness or completeness of an Offeror’s cost proposal.
- If selected, the Offeror shall use its best efforts to minimize the financing of any taxes on goods and services, or the importation, manufacture, procurement, or supply thereof. If the Offeror is eligible to apply for refunds on taxes paid, the Offeror shall do so. Any tax savings should be reflected in the total cost.

5. Scope of Work, Deliverables, and Deliverables Schedule

Scope of Work

The GIS and Mapping Consultant will collect, compile, and manage geospatial coastal and marine data from existing datasets. The Consultant will ensure data accuracy, integrity, and compliance with geospatial standards and design and implement aerial drone surveys across coastal municipalities of Oriental Mindoro to map mangrove and coastal/beach forests, including existing and potential MPA sites. The output will contribute to the Philippine Government’s commitment to the PBSAP, together with the country’s ambitions in the NAP and NDC.

The GIS and Mapping Consultant will:

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- Design and implement aerial drone surveys to maximize identification of coastal and marine ecosystems, particularly mangroves, coastal/beach forests, and other potential areas for the establishment of MPAs and expansion of existing MPAs;
- Interpret geospatial data results and communicate findings effectively to technical and non-technical stakeholders; and
- With local stakeholder inputs, finalize suitable locations for coastal and marine conservation and protection in map form, including polygons or shapefiles representing existing MPAs, possible MPA expansion areas, and potential new MPA sites.

Deliverables & Deliverables Schedule

Note: Activities may run in parallel as appropriate.

	Activity	Due Date	Deliverable	Acceptance Criteria
1.1	Conduct initial coordination with CI Philippines and LGUs; review existing datasets; finalize methodology, work plan, drone survey	May 2026	Inception Report	Approved by Project Manager; clear methodology and timeline

	Activity	Due Date	Deliverable	Acceptance Criteria
	approach, and data management protocols			
1.2	Compile and assess existing geospatial datasets; establish GIS database structure; define data standards, metadata, and QA/QC procedures	May 2026	Data Collection Plan & GIS Framework	Completeness and methodology approved; compliant with agreed GIS standards and QA/QC procedures.
2.1	Design and implement aerial drone surveys across coastal municipalities; capture high-resolution imagery of mangroves and coastal/beach forests	May–June 2026	Drone Survey Outputs	Adequate spatial coverage; data quality meets agreed specifications
2.2	Process drone imagery and integrate with existing datasets; conduct spatial analysis to identify mangrove extent and coastal/beach forests	June–July 2026	Processed Spatial Data & Initial Analysis	Data processed and validated; analysis consistent with methodology; compliant with agreed GIS standards and QA/QC procedures.
3.1	Produce draft maps showing extent and distribution of mangrove and coastal/beach forests; identify priority areas	July 2026	Preliminary Maps & Area Statistics (Mangroves & Coastal Forests)	Maps are technically sound and ready for stakeholder review; reviewed and validated by CI Philippines and relevant LGUs/stakeholders.
3.2	Map existing MPAs and analyze potential new or expanded sites based on geospatial data, ecological criteria, and stakeholder consultations/workshops	June–August 2026	MPA Maps (Existing & Potential)	Inclusion of polygons/shapefiles; alignment with inputs from CI and stakeholders; reviewed and validated by CI Philippines and relevant LGUs/stakeholders.
4.1	Present maps and findings to LGUs and stakeholders; incorporate feedback and local knowledge into datasets	June–September 2026	Stakeholder Validation Workshops	Validation completed; feedback documented and integrated; reviewed and validated by CI Philippines and relevant LGUs/stakeholders.
4.2	Finalize geospatial datasets, including polygons for mangroves, coastal/beach forests, and MPAs; ensure compliance with standards	October 2026	Validated GIS Datasets & Shapefiles	Data accuracy verified; compliant with agreed GIS standards and QA/QC procedures.

	Activity	Due Date	Deliverable	Acceptance Criteria
5.1	Develop thematic maps and visual outputs for reporting, planning, and communication	September–November 2026	Thematic Maps & Visualizations	Clear, usable, and publication-ready outputs; compliant with agreed GIS standards and QA/QC procedures.
5.2	Prepare draft report summarizing methodology, findings, maps, and recommendations for coastal/marine conservation planning	November 2026	Draft Final Report & Map Products	Technical completeness; submitted on time
6	Submit final report, maps, shapefiles, and database; incorporate CI and stakeholder comments	November–December 2026	Final Report & GIS Outputs	Compliant with agreed GIS standards and QA/QC procedures; validated by relevant LGUs/stakeholders; and approved by CI Philippines.

6. Evaluation: An award will be made to the Offeror whose proposal is determined to be responsive to this solicitation document, meets the eligibility criteria stated in this RFP, meets the technical capability requirements, and is determined to represent the most advantageous to CI.

Evaluation Criteria	Total Possible Points
Technical Proposal	
Part 1 - Technical Approach, Methodology and Detailed Work Plan	
Does the proposal clearly explain, understand and respond to the objectives of the project as stated in the Scope of Work?	30
Does the proposed program approach and detailed activities and timeline fulfill the requirements of executing the Scope of Work effectively and efficiently?	20
Does the proposal demonstrate the Offeror’s knowledge related to technical sectors required by the Scope of Work?	20
Part 2- Management, Key Personnel, and Staffing Plan	
Personnel Qualifications – Do the proposed team members have necessary experience and capabilities to carry out the Scope of Work?	15
Part 3 - Corporate Capabilities, Experience, Past Performance, and references	
Company Background and Experience – Does the company have experience relevant to the project Scope of Work?	5

Cost Proposal	
Cost: Budget narrative clearly demonstrates the basis and reasonability of proposed costs	10

7. Important Information

Currency	Price must be quoted in Philippine Peso (PHP) . CI reserves the right to determine upon seeing the bids which components of pricing should be used as the basis of comparison between proposals.
Resulting Award	CI reserves the right to issue an award with no further discussion, or to modify the award type. Issuance of this RFP in no way obligates CI to award a contract, nor does it commit CI to pay any costs incurred by the bidder in preparing and submitting the proposal. CI reserves the right to enter negotiations about price and terms as required.
Confidentiality	All proprietary information provided by the bidder shall be treated as confidential and will not be shared with potential or actual applicants during the solicitation process. This includes but is not limited to price proposals, cost proposals and technical proposals. CI may, but is not obliged to, post procurement awards on its public website after the solicitation process has concluded, and the contract has been awarded. CI's evaluation results are confidential and applicant scoring will not be shared among bidders.
Code of Conduct	<p>The Code of Conduct reflects CI's commitment to ethical behavior and decision-making, grounded in CI's core values and mission to protect nature for the benefit of all. The Code of Conduct applies to CI staff, as well as grantees, contractors, suppliers, consultants and their employees (collectively, "Delivery Partners"). The full Code of Conduct is herein attached.</p> <p>Delivery Partners are expected to review and adhere to the principles outlined in the Code of Conduct. Delivery Partners may report potential violations of our Code, policies or applicable laws and regulations to the CI Ethics Hotline at www.ci.ethicspoint.com.</p> <p>Grievances related to Code of Conduct violations will be addressed in accordance with the grievance mechanism required as an integral part of the Environmental and Social Safeguards Standards (https://www.conservation.org/docs/default-source/gef-documents/ci-gef-environmental-and-social-management-framework-(esmf)-version-06.pdf?sfvrsn=6e521414_2).</p> <p>In addition to CI's grievance mechanisms, stakeholders may also access the Independent Complaint Mechanism of the International Climate Initiative (IKI), which provides an avenue to raise concerns regarding environmental and social impacts of IKI-funded projects. Information on the mechanism is available at: https://www.international-climate-initiative.com/PAGE95-1</p>

	<p>Delivery Partners are expected to comply not only with CI’s Code of Conduct but also with applicable environmental and social safeguards, including those required under the International Climate Initiative (IKI) Safeguards Policy.</p> <p>Offerors must ensure that all activities are implemented in a manner that avoids, minimizes, and mitigates adverse environmental and social impacts, respects the rights of Indigenous Peoples and local communities, and adheres to principles of sustainable development and biodiversity conservation.</p> <p>Where applicable, the selected Offeror will be required to comply with CI’s Environmental and Social Management Framework (ESMF) and relevant IKI safeguard requirements.</p> <p>The Offeror must not engage in activities prohibited under IKI Exclusion Criteria, including activities causing significant adverse environmental or social impacts or violating applicable national and international regulations.</p> <p>The Offeror shall integrate gender-responsive approaches in the implementation of activities, consistent with the IKI Gender Strategy. This includes ensuring inclusive stakeholder engagement, equitable participation of women and marginalized groups, and consideration of gender-differentiated impacts in data collection, analysis, and reporting.</p>
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Offeror Representation of Transparency, Integrity, Environmental and Social Responsibility

All Offerors are expected to exercise the highest standards of conduct in preparing, submitting and if selected, eventually carrying out the specified work in accordance with CI’s Code of Conduct. CI’s Code of Conduct provides guidance to CI employees, service providers, experts, interns, and volunteers in living CI’s core values, and outlines minimum standards for ethical conduct which all parties must adhere to. Any violations of the Code of Conduct should be reported to CI via its Ethics Hotline at www.ci.ethicspoint.com.

CI relies on the personal integrity, good judgment and common sense of all third parties acting on behalf, or providing services to the organization, to deal with issues not expressly addressed by the Code or as noted below.

I. With respect to CI’s Code of Conduct, we certify:

- a. We understand and accept that CI, its contractual partners, grantees and other parties with whom we work are expected to commit to the highest standards of Transparency, Fairness, and Integrity in procurement.

II. With respect to social and environmental standards, we certify:

- a. We are committed to high standards of ethics and integrity and compliance with all applicable laws across our operations, including prohibition of actions that facilitate trafficking in persons, child labor, forced labor, sexual abuse,


exploitation or harassment. We respect internationally proclaimed human rights and take no action that contributes to the infringement of human rights. We protect those who are most vulnerable to infringements of their rights and the ecosystems that sustain them.

- b.** We fully respect and enforce the environmental and social standards recognized by the international community, including the fundamental conventions of International Labour Organization (ILO) and international conventions for the protection of the environment, in line with the laws and regulations applicable to the country where the contract is to be performed.

III. With respect to our eligibility and professional conduct, we certify:

- a.** We are not and none of our affiliates [members, employees, contractors, subcontractors, and consultants] are in a state of bankruptcy, liquidation, legal settlement, termination of activity, or guilty of grave professional misconduct as determined by a regulatory body responsible for licensing and/or regulating the offeror's business
- b.** We have not and will not engage in criminal or fraudulent acts. By a final judgment, we were not convicted in the last five years for offenses such as fraud or corruption, money laundering or professional misconduct.
- c.** We are/were not involved in writing or recommending the scope of work for this solicitation document.
- d.** We have not engaged in any collusion or price fixing with other offerors.
- e.** We have not made promises, offers, or grants, directly or indirectly to any CI employees involved in this procurement, or to any government official in relation to the contract to be performed, with the intention of unduly influencing a decision or receiving an improper advantage.
- f.** We have taken no action, nor will we take any action to limit or restrict access of other companies, organizations or individuals to participate in the competitive bidding process launched by CI.
- g.** We have fulfilled our obligations relating to the payment of social security contributions or taxes in accordance with the legal provisions of the country where the contract is to be performed.
- h.** We have not provided, and will take all reasonable steps to ensure that we do not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitate, or participated in terrorist acts, and we are compliant with all applicable Counter-Terrorist Financing and Anti-Money Laundering laws (including USA Patriot Act and U.S. Executive Order 13224).
- i.** We certify that neither we nor our directors, officers, key employees or beneficial owners are included in any list of financial or economic sanctions, debarment or suspension adopted by the United States, United Nations, the European Union, the World Bank, or General Services Administration's List of Parties Excluded from Federal Procurement or Non-procurement programs in accordance with E.O.s 12549 and 12689, "Debarment and Suspension", including, where applicable, sanctions regimes enforced by the Government of Germany in line with European Union restrictive measures applicable to funding provided through the International Climate Initiative (IKI).

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS COMPLETE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Requestor Signature	
Name & Title	A. Rex F. Montebon, PhD Marine Program Director / Project Director, TRANSCEND Output 1
Date	March 24, 2026