

**TERMS OF REFERENCE FOR THE
CONSULTANCY SERVICES FOR THE MASTER PLANNING OF
THE PANGLAO BAY PREMIERE FLAGSHIP TOURISM ENTERPRISE ZONE**

I. BACKGROUND

The Flagship Tourism Enterprise Zone (TEZ) Program is a joint initiative of the Department of Tourism (DOT) and the Tourism Infrastructure and Enterprise Zone Authority (TIEZA) to proactively seek out sites with viable tourism potential and master plan their development in line with the National Tourism Development Plan (NTDP) and the applicable laws and mandates.

The NTDP has identified priority cluster destinations and related tourism development areas for development as Flagship Tourism Enterprise Zones (TEZ). These projects are intended to prime the development of the recommended product portfolio focusing on integrated beach resort; mixed-use leisure, entertainment, meetings and convention centers; health, wellness, and retirement centers; and satellite nature and culture tourism products designed to bring the benefits of tourism to local communities. TIEZA acts as the catalyst for the implementation of these Flagship TEZ projects by defining potential sites, providing initial seed capital to undertake preliminary evaluations and draft the master plan for the sites, administering incentives and providing infrastructure support as may be deemed necessary and appropriate.

In evaluating the site, the characteristics required for the designation of Tourism Enterprise Zones (TEZs) under Republic Act No. 9593, the criteria for the shortlisting of Flagship TEZ sites, and its strategic fit into the National Tourism Development Plan are considered. Due regard is also given to ecological and physical design, economic and cultural considerations, competitiveness and long-term financial sustainability, and community and stakeholder acceptability.

TIEZA has already concluded its second batch of identified Flagship TEZs. Among the sites identified as Flagship TEZ for this batch are the Panglao Bay Premiere properties which are located in Barangay Bolod, Municipality of Panglao, in the Province of Bohol and cover an area of around 111 hectares. These properties include the 43-hectare South Palms Resort Panglao that is immediately west of Bohol Beach Club and has a 750-meter white sand beach frontage, said to be the longest for a beach resort in Panglao.

The identified Panglao Bay Premiere Flagship TEZ is proximate to the Panglao International Airport which is presently being developed. As such, the influx and volume of tourist arrivals from that gateway would be complemented and accommodated by integrated resort complex and M.I.C.E. (meetings, incentives, conventions, exhibitions) developments. The Panglao Bay Premiere Flagship TEZ is also strategically located at the heart of Panglao Island which makes it an ideal take-off point to the other tourist attractions such as the Balicasag Island Dive Resort, Alona Beach, Bohol Bee Farm, Hinag-Danan Cave and the multitude of surrounding world class dive sites.

Given the track record and business history of Panglao Island as an established sun and sand destination and in consideration of the other potentials of the area, a comprehensive tourism master plan will be commissioned for the site. Due regard will be given to the proposed strategies in the National Tourism Development Plan, particularly on positioning it as a mixed use integrated tourism and leisure resort community while observing the

triple bottom line approach for a viable and sustainable development. It is envisaged that the Panglao Bay Premiere Parks and Resorts Corp. will act as master developer relying on locators and brand operators to develop and operate the various components. The company may also retain and operate strategic components of the property and manage local community involvement.

Although the envisioned development of the Panglao Bay Premiere Parks & Resorts Corp. properties, both core and in the vicinity, is an integrated mixed-use resort community with a strong triple bottom line theme, the exact nature of such development in terms of its themes, target markets, type of activities, type and quality of facilities, pricing, market share, and phasing need to be properly determined to guide the master planning of the site and upon which a more detailed market and financial evaluation for the initial phase of development will be prepared. It is likewise acknowledged that the determination of the highest and best tourism and leisure use for the property is a function of the capacity of the site to handle development; tourism and leisure market demand and supply trends on Panglao Island and at other island resort destinations within the Philippines and in Southeast Asia with which it will compete; and the market positioning opportunities that the above two factors create for the site, among others. The same principles and considerations are reflected in this Terms of Reference (TOR).

II. OBJECTIVES

1. Conduct a Situational Analysis of the existing tourism characteristics (e.g. tourist attractions, activities, facilities and services, transport access, infrastructure, tourism markets, carrying capacity constraints, challenges and problems, profitability) of the Panglao Bay Premiere Flagship TEZ using as reference of previous studies and existing plans vis a vis other similar players in the regional and international setting.
2. Integrate and validate existing plans and studies relevant to the identified Flagship TEZ such as but not limited to the National Tourism Development Plan, Bohol Tourism Master Plan, Provincial Development and Physical Framework Plan of Bohol, Comprehensive Land Use Plan of the Municipality of Panglao, Panglao Island Tourism Master Plan, EIS/EIA of the Environmental Compliance Certificate covering the whole of the Panglao Island Tourism Estate (PITE), Panglao Airport Feasibility Study, and the PITE Development Plan into the Comprehensive Tourism Master Plan (CTMP) for the Panglao Bay Premiere as a priority site for designation as a Tourism Enterprise Zone (TEZ) under Republic Act No. 9593 and its implementing Guidelines.
3. Identify the specific nature and scale of the development of the Panglao Bay Premiere Flagship TEZ and its phasing over time, with serious consideration given to social, cultural and environmental factors in the design and observing the triple bottom line approach.
4. Identify the highest and best sustainable mixed use for the identified Panglao Bay Premiere Flagship TEZ that is supported by a market-based conceptual master land use plan and a broad-based preliminary feasibility evaluation.
5. Prepare specific design briefs of identified tourism support infrastructure to be undertaken by the public sector.

6. Obtain an indication of the financial and economic viability of the proposed development of Panglao Bay Premiere Flagship TEZ.
7. Identify the business, economic and financing models for implementing, operating and maintaining the project, and recommend the most suitable model among them.
8. Determine the institutional, operational and management arrangement in the implementation of the CTMP as well as the linkages that will ensure inclusive growth.
9. Determine the projects that may be undertaken by partner entities; TIEZA, DOT, the Municipality of Panglao, Island of Panglao, the Province of Bohol, and the DPWH (Convergence), as well as the corresponding costs of each undertaking.

III. SCOPE OF WORK

In meeting the objectives of the engagement, the consultants will be expected to deliver a Comprehensive Tourism Master Plan (CTMP) of the entire Panglao Bay Premiere Flagship TEZ.

The formulation of the said plans and study shall be based primarily on site visits, consultations with key stakeholders, desktop research of demand and supply, previous studies and existing plans, and upon the previous experience of the consultants with this type of engagement.

The consultants will undertake various tasks such as but not limited to the following stages and deliverables:

A. PRELIMINARY PLANNING

1. Introduce the project, its background, purpose, and the identified preliminary issues.
2. Discuss the approach and methodology for the comprehensive tourism master plan, the appropriate work plan and schedule, the corresponding outputs and deliverables, and the project organization.

B. PROFILING AND ANALYSIS OF EXISTING CONDITIONS

1. Develop a vision for the development of the Panglao Bay Premiere as a Flagship TEZ that would complement the development of tourism of Panglao Island. Define the strategies, policies and action plans needed to achieve the set vision.
2. Conduct a review, assessment and consolidation of all the existing physical, tourism, and development plans, studies, and agreements concerning Panglao Island, especially the Comprehensive Land Use Plan of the Municipality of Panglao, the National Tourism Development Plan (NTDP), related national and local regulations, restrictions, and ordinances, and other literature relevant to the Panglao Bay Premiere Flagship TEZ, if available.

3. Conduct an in-depth and comprehensive stakeholders consultation involving the stakeholders from the national, provincial, and local government units; investors and other relevant stakeholders from the public and private sectors.
4. Identify and map the key site elements such as but not limited to its current land use; geo-environmental assessment; tourism market share; infrastructural and physical development needs; management and operational set-up; earnings from tourism; impact to the visitors; notable landmarks in the vicinity, transport and accessibility; environmental conditions; and other issues it has at present.
5. Provide a comparative review and analysis of global and regional integrated tourism developments and market demand and supply trends, using the value chain approach on sustainable mixed use leisure communities, preferably with M.I.C.E. component.
6. Identify and profile at least two leading benchmarks located locally and at least two abroad which have the same scale, character, and theme as the Panglao Bay Premiere Flagship TEZ the practices of which could be adopted in the master planning of the site. Without prejudice to other more applicable models, the consultants together with the property owners and its representatives may undertake learning visits or may look into Boracay, El Nido, Mactan and Panglao Island in the Philippines, and on Phuket and Ko Samui in Thailand, Langkawi Island and Penang Island in Malaysia, Bali and Lombok Island in Indonesia, and Phu Quoc Island in Viet Nam.
7. Undertake a site development suitability and risk analysis including mapping landform, topography, drainage, vegetation, water resources, climate, solar and wind aspect, beach, and marine environment; assessment of site risks from seismic and climate change events; physical land use suitability diagram for the property; and development controls to minimize risks.
8. Prepare a user-need analysis to determine the necessary tourist amenities such as but not limited to the attractions, facilities, and activities needed in the zone.
9. Identify gaps in market demand and supply of leisure-based products and assess opportunities to bridge the gaps through the integrated tourism development of the site.
10. Profile the existing markets for tourism of the identified Panglao Bay Premiere Flagship TEZ and its immediate vicinity such as but not limited to target market segments, market positioning, volume, structure and sources of tourism markets, length of stay and expenditure patterns of visitors and tourists, pricing levels, themes and phasing of developments, mix of facilities and services, and strategies employed to capture the opportunities for this proposed tourism development.
11. Define a tourism development concept for the Panglao Bay Premiere Flagship TEZ. The concept for tourism development in its surrounding area should be in line with the unique character and tourism assets of the site. Define the key components of the development.

12. Create a tourism development framework in line with the user-need and market gap analyses, identified target market, and proposed tourism development concept.
13. Propose the viable land use elements based on the tourism development concept and framework, which include but not limited to tourism amenities, facilities, and activities necessary for an integrated tourism development. Areas for tourism enterprises/locators, administrative facilities, areas for utilities, and open spaces must also be provided.
14. Identify the spatial strategy and preliminary land distribution and computation for the entire Panglao Bay Premiere Flagship TEZ.
15. Scope the current operational and management set up in Panglao Bay Premiere.
16. Identify the strengths, weaknesses, opportunities, and threats of the site through a S.W.O.T. Analysis.

C. CONCEPTUAL SITE PLANNING

1. Identify the socio-cultural and environmental impacts, especially nature and biodiversity conservation, of the intended tourism development and propose measures and programs to ensure that the future development of the property is socially and environmentally sustainable including the way in which nearby local communities can participate in the supply chain created by the resort.
2. Identify activities that address issues concerning gender and development which should be implemented by both the public and private sectors to attain tourism development and competitiveness.
3. Develop a Human Resource Development Program for tourism stakeholders, particularly concerning the employment of local residents, with cost estimates and phasing plan for implementation. Program strategies may include the identification of the gap between the existing workforce and that required by the Panglao Bay Premiere Flagship TEZ, proposals for manpower source/s to address the gap, enhancement of tourism curriculum, and the integration of gender awareness and development in local initiatives.
4. Propose three highest and best use options, each accompanied by schematic/conceptual site development plans, preliminary financial evaluation, and other components such as development theme; zoning, arrangement and mix of land use elements; pattern of activity; pattern of circulation; physical forms and building massing; and phasing of development.
5. Prepare a preliminary conceptual plan for the utilities based on identified needs of the site, verified site constraints, and Philippine regulations.
6. Propose the design parameters for water supply and distribution system, sewerage, sewage treatment plant, drainage, internal road networks, etc. Identify the proposed location of these utilities.

D. COMPREHENSIVE DEVELOPMENT PLANNING

1. Create the final site development plan using the approved schematic site development plan. Included in the final site development plan are the following:
 - a. Detailed arrangement of the land use elements (i.e. hotels, resorts, retail shops, F&B outlets, retirement village, private villas, convention center, administrative building, swimming areas, parks, gardens, playgrounds, sports & recreation areas, open spaces and other proposed land use elements); diagrams for the identified conceptual land uses; outline plan and elevation sketch concepts for the first phase, the size of areas identified for tourism and leisure resort development, and tabulation of land areas and related facilities parameters and efficiency factors;
 - b. Defining landscape elements (entrance and exit gates, driveways, street furniture, plants and flowers, etc.);
 - c. Placement of circulation elements (internal road network, streets, walkway, parking, and pedestrian);
 - d. Designated location and technical specifications of utility elements (water, drainage, wastewater, power, communications, etc.); layout and section details of the water supply system; layout plans of drainage and sewerage systems, and layout and section details of sewage treatment plants (STPs); suggested construction methodology and project schedule; and
 - e. Schematic design plans and perspectives (blown-up, aerial/bird's eye view, section and elevations)
2. Formulate physical development guidelines that will include the parameters in infrastructure development based on pertinent Philippines laws (Building Code, Sanitary Code, Water Code, etc.). The components of this guideline will include the following: architectural character and design controls, development scale, density and height, climate change and disaster risk reduction management strategies, beach setback, building setback, floor area ratio, building-lot ratio, and other applicable and appropriate provisions. The hallmarks of Filipino character, unity of design, and sustainability must be espoused in these guidelines.
3. Provide the cost estimates for the identified utilities, tourism amenities, and facilities that TIEZA may take on.
4. Undertake an initial environmental assessment to determine the impact of the proposed tourism activities and structures to the site and the surrounding areas based on the findings in the geo-environmental assessment.
5. Determine the carrying capacity *vis a vis* the social impact of the site taking into consideration all the proposed tourism activities, facilities and amenities, and recommend strategies to mitigate negative impacts and enhance positive ones.
6. Project the demand based on estimated market penetration rates that will be created once the development of the zone commences. Prepare estimates of the daily tourism receipts that will be generated per visitor and per tourist on the site on a daily basis.

7. Define revenue streams for all components under the business model. These revenue streams may be where appropriate based on occupancy, rental rates, operating revenue and costs, and profit/loss projections.
8. Determine the overall likely investment costs (initial and maintenance) of the horizontal and vertical components of the proposed developments based on standard cost estimates for tourism and leisure structures in the Philippines.
9. Prepare a business development plan that captures operational, marketing, and financial dimensions. The operational aspect would focus on the setting out the mode of operation, necessary capital investment, manpower requirements, and the facilities and services mix, among others. The marketing aspect would determine the market demand, segmentation and penetration estimates; positioning and unique selling proposition; pricing levels; and a 10-year growth scenario. The financial aspect would include the viable financing structure, cash flow analysis based on prescribed WACC, if any, and determines the projected operating revenue and cost to EBITDA and the indicative NPV, ROI, ROE, IRR, and pay-back period.
10. Undertake an initial economic impact evaluation to determine its employment, generation, and Economic Net Present Value (ENPV), and economic Internal Rate of Return (IRR).
11. Formulate an institutional and operational plan for the Panglao Bay Premiere Flagship TEZ, with due consideration to the mandates, roles, and responsibilities of the TIEZA, as a corporate and as a regulatory entity and the private sector and other stakeholders/components, if appropriate, in the short-, medium-, and long-term implementation of the master plan.
12. Build at least three (3) scenarios depicting the extent of TIEZA involvement and exposure in the development of Panglao Bay Premiere Flagship TEZ. The possible scenarios may include but not be limited to privatization, operations and management, lease, and the like.
13. Outline the necessary steps, other relevant laws and regulations, parties, and responsibilities in the creation of the Panglao Bay Premiere Flagship TEZ operator.
14. Provide intermediate measures to address the institutional and operational gaps and transition to the operation of the Panglao Bay Premiere Flagship TEZ after the completion of the master plan by way of a clear and specific estate operational and management guidelines and organizational structure of Panglao Bay Premiere Parks and Resorts Corp. as the owner and developer of the property.
15. Specify the phasing schedule in the implementation of the physical framework plan, and identify and prioritize the corresponding projects and activities per phase of the development i.e. short-term (1-3 years), medium-term (4-6 years), and long-term (7-9 years).
16. Create a tourism brand for the site that will be carried out in all the marketing collaterals. Explore the option of rebranding "Panglao Bay Premiere" with another label, if necessary, and assess its acceptability and feasibility. These marketing

collaterals include maps, brochures, video, power-point presentation, listings, and investment portfolio.

17. Provide the Terms of Reference for the Design-and-Build contracts in the implementation of three support infrastructure projects recommended in the short-term and chosen by the Flagship TEZ Technical Working Group which may be undertaken and implemented by TIEZA.
18. Prepare an investment portfolio consisting of potential investment areas and partners in the TEZ.
19. Provide marketing and promotional materials for the project with the general public and investors as the intended audience.

All stages of the Preliminary Planning, Profiling and Analysis of the Existing Situation, Conceptual Site Planning, and Comprehensive Development Planning shall be in consultation with and with the concurrence of the Panglao Bay Premiere Flagship TEZ Technical Working Group / TWG (which is composed by the authorized representatives of DOT, TIEZA, and the Panglao Bay Premiere Parks & Resorts Corp.).

The consultants shall submit reports derived from consultations with stakeholders especially the authorized representatives of the Panglao Bay Premiere Parks & Resorts Corp., key informant interviews, focus group discussions, and other meetings. They shall include the reports and results in the Annex part of the submissions.

In addition, the consultants shall be responsible for all the necessary studies, documents, information, and equipment pertinent to the production of the plans and reports. They shall likewise submit any other necessary and relevant research, study, data or report that may be requested by the Flagship TEZ TWG.

IV. DELIVERABLES

The consultants will be required to make the following outputs during the course of the engagement:

DELIVERABLE	COMPONENTS
1. INCEPTION REPORT (PRELIMINARY PLANNING)	1.1. Background and Purpose of the Project
	1.2. Approach and Methodology
	1.3. Work Plan and Schedule
	1.4. Outputs and Deliverables
	1.5. Project Organization
	1.6. Preliminary Issues Identified
2. SITUATIONAL ANALYSIS REPORT (PROFILING AND ANALYSIS OF EXISTING CONDITIONS)	2.1. The Study Area
	2.2. Verified Key Site Issues
	2.3. Land Development Restrictions
	2.4. Comparative Analysis of Other Tourism Developments
	2.5. Market Gap and User-Needs Analysis
	2.6. Site Assessment: - Infrastructure - Tourism Activities

	<ul style="list-style-type: none"> - Market Share - Tourism Earnings - Environmental Scanning - Current Management and Operation Set-up - Social Issues -Transportation and Circulation System
	2.7. S.W.O.T. Analysis
	2.8. Tourism Development Concept
	2.9. Tourism Development Framework
	2.10. Spatial Strategy and Preliminary Land Distribution and Computation
	2.11. Physical Development Guidelines
	2.12. Identification of Needed Utilities
3. PRELIMINARY TOURISM MASTER PLAN (CONCEPTUAL SITE PLANNING)	3.1. Overview
	3.2. Socio-Cultural, Environment, Natural resources, Biodiversity conservation Management Study
	3.3. Three (3) Schematic/Conceptual Site Development Plans
	3.4. Preliminary Design Parameters and Location of Utilities
	3.5. Transportation and Circulation System Study
	3.6. Human Resource Development Plan
4. COMPREHENSIVE TOURISM MASTER PLAN (COMPREHENSIVE DEVELOPMENT PLANNING)	4.1. Final Site Development Plan
	4.2. Utility Plan: Technical Specifications, construction methodology, and Lay-out
	4.3. Environmental, Nature & Biodiversity Conservations, Cultural and Social Impact Assessment Report and Carrying Capacity
	4.4. Economic and Financial Studies, and Cost Estimates
	4.5. Operations, Management, and Institutional Plans
	4.6. Implementation and Project Phasing
	4.7. Terms of Reference for Design-and-Build Contracts for the Three Identified Infrastructure Projects
	4.8. Business Development Plan and Investment Portfolio
	4.9. Marketing and Promotional Collaterals

SUBMISSIONS:

- Submission of 10 sets of reports per stage of the master planning.
 - A4-size paper
 - Ring-bound
 - Colored copies

- Submission of 3 Copies of Executive Summary of the report per stage of the master planning.
- Submission of electronic copies in MS Word/MS Excel/MS Power point and PDF Formats of all the Reports.
 - 3 CDs
- Submission of CAD Files of the Final Site Development Plan, Utility Plan, etc.
- Submission of GIS maps and other map-based information and plans or design perspectives
- Submission of A3 Size Compilation Report that includes but is not limited to:
 - Site Development Plan (Bird's Eye View)
 - Phased Site Development Plan (3D Rendering)
 - Images of Proposed Land Use Elements (3D Rendering)
 - Utility Plan (Lay-out)
 - Lot Parcelation Plan
 - Sections and Elevations
 - Final Architectural Theme and Conceptual Massing (3D Rendering)
- Submission of presentation boards (A4 size)
- Submission of High Resolution pictures of the site (jpeg Format)
- Submission of Marketing Collaterals
 - 2 ½ minute-video
 - Brochure (50 hard copies and soft copies saved in 3 CDs in jpeg, psd, etc. format)
 - Prospectus (20 hard copies and soft copies saved in 3 CDs in jpeg, psd, MS Word, etc. format)
 - Investment Portfolio (5 Copies in A4 paper)
 - Tarp design
 - Web Posting

V. PROJECT DURATION

The Comprehensive Tourism Master Plan for the Panglao Bay Premiere Flagship TEZ shall be completed over a 10-month time frame. The said ten (10) months shall commence on the date of issuance of the Notice to Proceed.

VI. CONSULTANT QUALIFICATIONS AND EXPERIENCE

The consultancy firm should have extensive experience in the preparation of integrated tourism master plans designed for sustainable development, feasibility studies, development plans, and marketing strategies at an international and national scale.

The consultants must likewise be highly competent technical experts with recognized international and national experience in local and overseas projects, as well as relevant education and trainings on tourism planning, marketing, infrastructure and product development, standards setting, local governance, financial and economic, environmental, and socio-cultural planning. It is preferred that the consultants have at least five (5) years prior experience and track record in undertaking assignments of this type particularly in island development within the context of environmental management, and nature and biodiversity conservation similar to Panglao Bay Premiere properties.

The team leader should have the capacity to lead and manage the necessary multi-disciplinary team of experts among which should be included the following qualifications:

1. **Project Leader** - with integrated tourism center development qualifications and experience; preferably a Tourism Planner
2. **Market Research Specialist** - with appropriate qualifications and tourism market research experience
3. **Socio-Economic Specialist** - with appropriate experience in community and socio-economic impacts
4. **Financial Expert** – preferably with appropriate experience in financial and economic projections concerning operating revenues and costs, profit or loss, NPV, ROI, ROE and pay-back period
5. **Landscape Architect**- preferably with appropriate experience and appreciation in integrating culture and history into the architectural design
6. **Civil Engineer**- preferably with experience and background in cost estimation
7. **Urban Planner**- licensed environmental planner with site development, transport planning and EIA background
8. **Institutional Expert**- preferably a lawyer or public administration expert

VII. PROJECT SCHEDULE

The schedule will be reckoned from the date of receipt of the Notice to Proceed with the subsequent deliverable:

1. After fourteen (14) days from the receipt of Notice to Proceed: submission of draft Inception Report of the consultants and a work plan to complete the engagement
2. After twenty four (24) days from the submission of the draft Inception Report: the consultants will conduct a kick-off meeting/ presentation to the Flagship TWG of the revised Inception Report which incorporates the collated comments from the TWG
3. After ten (10) days from the kick-off meeting: submission of the finalized Inception Report
4. After eight (8) weeks from the receipt of Letter of Approval of Deliverable: submission: submission of the draft Situational Analysis
5. After twenty four (24) days from the submission of the draft Situational Analysis Report: presentation, and discussion with Flagship TEZ TWG of the revised Situational Analysis Report which incorporates the collated comments from the TWG
6. After ten (10) days from the presentation: submission of the finalized Situational Analysis Report
7. After six (6) weeks from the receipt of Letter of Approval of Deliverable: submission of the draft Preliminary Tourism Master Plan (PTMP)
8. After twenty four (24) days from the submission of the draft Inception Report: presentation, and discussion with Flagship TEZ TWG of the revised Preliminary Master Plan which incorporates the collated comments from the TWG

9. After ten (10) days from the presentation: submission of the finalized Preliminary Tourism Master Plan
10. After six (6) weeks from the receipt of Letter of Approval of Deliverable: submission of draft Comprehensive Tourism Master Plan (CTMP)
11. After twenty four (24) days from submission of the draft CTMP: presentation, and discussion with Flagship TEZ TWG of the final Comprehensive Tourism Master Plan
12. After ten (10) days from the presentation: submission of the finalized Comprehensive Tourism Master Plan (CTMP)
13. After one week from the receipt of Letter of Approval of Deliverable: submission and presentation of the final Comprehensive Tourism Master Plan to the TIEZA Board for the latter's approval requisite to the release of the final payment.

DELIVERABLE	PROJECT SCHEDULE	% OF CONTRACT PRICE
INCEPTION REPORT	48 days	10%
SITUATIONAL ANALYSIS REPORT	90 days	20%
PRELIMINARY MASTER PLAN	74 days	20%
COMPREHENSIVE TOURISM MASTER PLAN (CTMP)	81 days	30%
PRESENTATION OF CTMP TO AND APPROVAL OF TIEZA BOARD		20%

A detailed schedule of the dates of submission and presentation shall be agreed during the contract negotiations with the successful bidder.

VIII. PROJECT BUDGET

The total allocation for the Comprehensive Tourism Master Plan on the development of the Panglao Bay Premiere Flagship TEZ shall be Five Million Pesos (PHP 5,000,000.00).

This amount will include Value-Added Taxes and all expenses directly incurred by the consultants arising from the performance of activities covered by the scope of work such as but not limited to meetings, printing and reproduction costs, administrative and transaction costs.

IX. PROPOSAL SUBMISSION

- 1) Interested parties, whether as individuals or organized as a corporation or partnership, must secure bid forms from and submit proposals to the TIEZA Bids and Awards Committee (BAC).
- 2) A detailed technical proposal substantially providing for the content of the comprehensive report under Deliverables encompassing the Scope of Work must be prepared and submitted to the BAC. The party proponent may present its proposal in a manner that deviates from the outline provided under the Scope of Work and Deliverables,

provided that it substantially covers all items indicated therein, and the deviation assists in the proper consideration of the party's proposal.

3) The proposal, in addition to the foregoing, should also include a description of the approaches to be used by the proponent, the timetable for implementing the project, the members of its project team and their qualifications, and the relevant projects that the proponent and its team members have accomplished.

Approved by:

Atty. Guiller B. Asido
COO-TIEZA