



## REQUEST FOR PROPOSAL

RFP: CVB 2019-19-01

CHUUK VISITOR BUREAU

### I. Brief Project Overview:

The Chuuk State Government and Chuuk Visitor Bureau are requesting proposals from qualified entities to provide the feasibility of attracting charter flight carriers from the Asian markets through Palau to Chuuk and Yap with a focus on tourist visitors.

Proposals must be received before or until the local time indicated herewith at which time the proposals will be opened. Proposals received after the deadline will not be considered.

### II. Project Goals/Objectives:

The proposal objective will support a sound economic policy making environment, in full consultation with the private sector, to support-oriented, private sector-led growth. It will deliver an evaluation of feasibility of air charter services to Chuuk and Yap, within 7 months of a signed agreement with the Chuuk Visitors Bureau (CVB). It will also examine external factors, internal factors, economic cost/benefit, and degree of customization perspectives. A working collaboration with CVB to discuss feasibility factors with strategic partners and stakeholders to achieve consensus on the overall feasibility assessment. Evaluation score and weighting of each factor allow for

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identification of customization needed to increase overall feasibility for maximum economic benefit.

### III. Scope of Work:

Consultant will perform and deliver an evaluation of feasibility factors in attracting charter flight carriers from the Asian markets through or with Chuuk, that focus on tourist visitors through an aggressive and phased approach to tourism development by growing the tax base and the economy through the private sector investment and support of domestic entrepreneurship for an integrated sustainable development of the Chuuk State.

Air charter service to Chuuk and the services includes, but not limited to, the feasibility evaluation that will examine external factors, internal factors, economic cost/benefit, and degree of customization perspectives.

External factors shall include regulatory environment for domestic and foreign investment in private, service and productive activities, branding and brand image, cost effective tour packages from Asian markets and other destinations in Micronesia, and activities and restrictions of mass tourism and demand for niche and tour packages to Chuuk as new location.

Summary of External Factors:

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- (1)Regulatory Environment for Domestic and Foreign Investment in Private, Service and Productive Activities
- (2)Branding and Brand Image,
- (3)Cost Effective tour packages from Asian markets and other destinations in Micronesia and other destinations including Pacific Islands
- (4)Activities and Restrictions of Mass Tourism and demand for niche markets for Chuuk
- (5)Tour package for Chuuk as New Location
- (6)Tour package for Chuuk as Package.

Internal factors shall include airfield and airport facility and capacity to accommodate air-charter flights and determine resource and capacity to accommodate increase in tourist arrivals. Flight schedules and ideal windows for arrivals/departures, economic benefits (revenue) and costs for Chuuk airport, accommodations: hotels, backpacker and home-stay, mass and niche tourism for the Chuuk State, impact of Chuukese traditional customs and activities, and agriculture and fisheries integrated support.

#### Summary of Internal Factors:

1. Resource and Capacity to accommodate air-charter flights
2. Resource and Capacity to accommodate increase in tourist arrivals
3. Flight Schedules and Ideal Windows for arrivals/departures vs Economic benefits for Chuuk Airport

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4. Accommodations: Hotels, Back-packers and Home-stay
5. Mass and Niche Tourism for the Chuuk State
6. Impact of Chuukese Traditional Cultures and customs and activities
7. Agriculture and Fisheries and Handicrafts integrated support
8. Airline/Airfield/Airport Facility:

(1) Aviation Planning Services:

- (a) General Airport Planning
- (b) Forecasts of aviation activity
- (c) Facility Requirements Analysis
- (d) Development phasing
- (e) Airport layout plans
- (f) Airport Master Plans
- (g) Land use planning
- (h) Airline passenger surveys
- (i) Aviation planning data management
- (j) Neighboring land use planning guidance.

(2) Airfield and Airspace Analysis:

- (a) Airfield and airspace capacity and aircraft delay analysis
- (b) Airfield length, capability and plans
- (c) Airspace analysis.

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- (d) Airfield facilities layout
- (e) Simple cost-benefit analysis.

(3) Terminal Facilities Planning:

- (a) Passenger terminal and concourse plans
- (b) Passenger flow, queuing analysis and facility requirements, including  
Passenger flow simulation
- (c) Terminal planning and concept development
- (d) Baggage conveyance systems
- (e) Signage and wayfinding
- (f) Aircraft parking and gate layouts (including ground service circulation
- (g) Domestic and international facility planning
- (h) Cargo facility plans
- (i) Facility renovations and enhancements
- (j) Good delivery and distribution
- (k) Security screening enhancements
- (l) Interior design and color consulting and other requirements for maintenance  
and ongoing support and simple cost-benefit analysis.

(4). Ground Transportation and Parking Planning

- (a) Roadway planning and traffic forecasts
- (b) Curbside planning and operations studies

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- (c) Public and employee parking assessment
- (d) Parking fees and revenue analysis
- (e) Commercial ground transportation facilities and management plans
- (f) Technologies for Ground transportation management
- (g) Alternative fuel fleet assessments and infrastructure requirements.

(5). Meeting with government officials in Chuuk and other destination. The CVB is interested for the industry stakeholders to understand existing air-charter/tour company arrangements, examine tourism and marketing strategy plans, research tourism visitors' arrivals to the Micronesian market. Gather available data and research on competition and pricing. Examine tax policy agenda to expand business investment to increase the growth of the taxable revenue.

(6). Related Planning Services:

- (a) Assistance with grant proposal applications
- (b) Security system planning and implementation
- (c) Special systems and digital communications
- (d) Utility infrastructure master plans
- (e) Civil Engineering
- (f) Geotechnical cost estimating
- (g) Graphic/copy design (e.g., preparation of signage, exhibits, brochures, presentations, handouts, etc.)

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(h) Regulatory strategies (CVB, FEMA, EPA, Sustainability Programs, etc)

IV. Budget:

Budget for the project had been approved and the most qualified with a price range within the approved budget will be selected.

V. Project Schedule

March 2019 to September 2019

VI. Technical Requirements

The Entity must have a wide range of knowledge and background pertaining to the project goals and objectives.

VII. Contract Terms and Condition

The contract must be a onetime contract. Payments must be made based on each deliverable performances from the vendor based on the outputs listed above.

VIII. RFP Timeline and Review Process

Vendor will work with the Chuuk Visitors Bureau for a period of 7 months with a onetime contract.

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All interested parties must submit their proposals no later than February 25, 2018 at 5:00pm Chuuk time to the Chuuk Visitor Bureau. Late submissions will not be accepted and will be returned. Proposals must be submitted to the address below. Electronic Proposals will be accepted via email at [dmarar1974@gmail.com](mailto:dmarar1974@gmail.com). RFP bids opens on January 25, 2019 and closes on Feb 25, 2019.

Chuuk Visitor Bureau  
Attn: Douglas Marar  
P.O.Box 1142  
Weno, Chuuk FM96942

Proposals must include the following information:

1. Name of organization
2. Name of contact person
3. Physical address
4. Telephone, fax number
5. Email address

#### IX. Criteria for Selection:

All Proposals will be reviewed and evaluated by a special committee formed to evaluate proposals and select an awardee. The special committee reserves the right to reject any and all proposals and or extend the closing date of the RFP and to request additional information from any applicant.

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Proposals will be evaluated heavily based on experience in providing the requested outputs of the project, past performance and demonstrated abilities to carry out the tasks, and proposed prices should be reasonable and affordable.

X. Point of Contact

The point of contact person for this project is the Executive Director of Chuuk Visitor Bureau. See below detail information:

Douglas Marar

[Dmarar1974@gmail.com](mailto:Dmarar1974@gmail.com)

Tel. 691-330-4133/4480

The Chuuk Visitor Bureau reserves the right to reject any and all proposals received in connection with this RFP for failure to comply with this advertisement and/or noncompliance with procurement procedures.

Any contract awarded will be between the Chuuk State Government and the organization receiving an award.

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Approved by: Johnson S. Elimo  
Governor, Chuuk State

Date: \_\_\_\_\_

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