

Project: Swiss Tourism for Sustainable Development – Assessment
Report for component 3

Employer: **HELVETAS VIETNAM**
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E-Mail

Contractor : Name
Company
Address
Country, etc.



E-Mail

Contract duration From: To:

1. Background

The Swiss Tourism for Sustainable Development (ST4SD) project is funded by The Swiss State Secretariat for Economic Affairs (SECO) for a duration of four years, from April 2023 to March 2027, with implementation led by HELVETAS Swiss Intercooperation in Vietnam (Helvetas Vietnam) as the Lead Implementing Agency, and Center for Rural Economy Development (CRED) as the Consortium Partner.

The main objective of the ST4SD project is to contribute to a more sustainable and inclusive tourism sector in Vietnam. In the long term, the project aims to support the creation of new livelihoods and promote sustainable economic development in the country. This overarching objective will be achieved by focusing on three key outcomes:

- Outcome 1 (macro level): Enhancing sustainable tourism development by ensuring that national and subnational action plans, master plans, and relevant policies include

necessary actions. This includes facilitating the decision-making and implementation processes.

- Outcome 2 (meso level): Strengthening Vietnamese training institutions to provide quality training and develop skills and expertise in sustainable tourism. The project will assist in the selection and enhancement of these institutions.
- Outcome 3 (meso and micro level): Encouraging tourism destinations and companies to adopt more sustainable practices in their operations and investments. This outcome aims to make both the destinations and the companies more environmentally and socially responsible.

ST4SD is working in three target provinces: Quang Nam, Ha Giang and Dong Thap, with the aim of supporting provincial strategy development for sustainable tourism.

The province of Ha Giang is actively developing its tourism strategy in line with sustainable tourism practices and taking community based tourism as a central offer. There is existing tourism activity, notably through group motorbike tours and culture based tours, and the potential for higher spend attractions and related, targeted infrastructure development is seen as of high importance to a phased, sustainable approach to development within the province.

The province has identified 39 villages with potential for community based tourism development, but this analysis is based largely on the villages themselves and crucial information related to the relative demand of these sites, the composition of tours which might include these sites, related attractions in the surrounding area and opinions of the private tour companies is still pending.

A national consultant is required to review the potential for specific sites for CBT development, one of which is to serve as a 'model of excellence' for future tourism development.

2. Objective(s) of the mission (or consultancy)

1. Strategy analysis

- Relevant planning documents, policies and regulations
- Strategic documents, management plan, vision, objectives
- Positioning, strategic directions, strategic business units (on provincial, district and destination levels)

2. Stakeholder analysis

- Organisational structure of tourism
- Relevant stakeholders and their roles and specific interests
- Stakeholder analysis based on skill / will matrix
- General capacity and understanding of sustainable tourism issues.

3. Potential analysis

- Provincial government plans – overview and critical analysis of strategy for tourism

- Assessment of the potential of tourism for economic development in the province (limiting factors) and specifically Ban Khun, Thai An, Lung Cam
- Analysis of tour operators plans for future tourism development and requirements for optimal tour development (infrastructure, hotel nights – and level / type of accommodation required – and where). Potential routes – range of attractions and points of interest. Potential niche markets (national and international)
- Market feasibility study to determine the suitability of integrating the project with existing tour products. This could be done through the cooperation with tour operators who already work and have product in Ha Giang province.

3. Expected results (or Output)

1. A summary of the strategy analysis, which emphasises the positioning and strategic business units as well as the most relevant measures and project implemented in Ha Giang.
2. A Stakeholder analysis including a stakeholder map and a description of their interest and roles in the context of sustainable tourism development.
3. A report on the potential analysis of tourism for economic development in the province and the limiting factors including an analysis of provincial government plans, the perspective of tour operators and a market feasibility study.

4. Main Tasks and Activities of the Assignee (or consultant)

The procedure and data collection should be based on the objectives and expected results. The applicant should develop a research plan and explain in detail the planned methods to fulfil the required tasks.

The desk research should – amongst other – cover the following information:

- Tourism Strategy on provincial and district level
- Masterplan Ha Giang
- Additional statistics and data on visitors
- Minutes and presentations from the technical meeting and the workshop
- More information on the possible CBT sites identified by prov. government
- Selection criteria
- Definition of destination (Ha Giang as destination or the districts or the villages)
- Tourism development plan of Ban Khun
- Plans for Lung Cam
- Information on Green Forum 2024

5. Time Frame of the assignment

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Date	Activity	Field based (Y/ N)
20/04/2024	Desk study, research methodology proposal, itinerary and work-plan	N
22/04/2024	Feedback from project team on methodological approach	N
26/04/2024	Write the assessment report, tentative tourism product development plan.	N
10/05/2024	Undertaking research - detailing	Y
05/06/2024	Interim meeting with project team (preliminary results)	N
10/06/2024	Presentation of results to ST4SD management and team	N
20/06/2024	Final report and recommendations	N

6. Deliverables

- Initial updated research methodology, itinerary and work-plan plan to be discussed with ST4SD team and HSLU
- Assessment report prior to field visit / undertaking research - detailing
- Presentation of results to ST4SD management and team.
- Final reports and files (in English) including all expected results (outputs) and proposing recommendations for further improvement and actions to support sustainable tourism development in the destination.
- A Management Summary with the key messages of all outputs.

7. Mission Team / (Responsibilities of the members of the mission team)

- One expert or a team expert.
- Relevant qualifications and 4 years of experience in tourism research, strategy, and product development, especially CBT products and Ha Giang tourism products are advantages.
- Strong proficiency in English and Vietnamese, both written and spoken.
- Knowledge of the tourism & hospitality industry and an understanding of sustainable tourism issues.
- Evidenced specific knowledge and experience of similar tasks.

Note: The tenderer reserves the right not to award the consultancy

Interested experts, please send CV, proposal to by 15 Apr 2024

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Swiss Tourism for Sustainable Development Project (ST4SD)

Place and date: Hanoi, 2 Apr 2024

The Swiss Tourism for Sustainable Development (ST4SD) project is funded by The Swiss State Secretariat for Economic Affairs (SECO) is seeking a national expert on tourism policies and planning for assessing the current situation of sustainable tourism development in Vietnam with focusing on 3 main pillars: National tourism policies, Public Private Partnership Development and model for sustainable development.