



TERMS OF REFERENCE

Develop and Implement Three Disaster Preparedness & Climate Change Adaptation Plans

Location:	Kharo Chan, Ketu Bunder & Shah Bunder in District Thatta & Sujawal
Type of contract:	Individual /Firm
Reporting Language:	English
Task	03 Disaster Preparedness & Climate Change Adaptation Plans
	and its adoption through workshop
Starting Date:	1 st February 2023
Expected duration of Assignment:	4 Months

1) Brief Introduction of WWF-Pakistan:

WWF Pakistan, founded in 1970, is the largest independent conservation Non-Government Organization in Pakistan, with over 20 offices nationwide. WWF-Pakistan's mission is to conserve the country's vast biodiversity and natural resources. To this end, it works in food, climate & energy, freshwater, wildlife, forests, and oceans. Since its inception, WWF-Pakistan has implemented over 200 projects and programs in all the aforementioned thematic areas. WWF-Pakistan works closely with local and national partners, government, private partners, research, and communities. WWF-Pakistan has extensive experience in working with international donors.

2) Background of Project & Assignment:

The effects of climate change are visible in the coastal areas of the Indus Delta. Pakistan is ranked 5th most vulnerable country on the global climate change vulnerability index. Cyclones and high tidal waves cause loss of life and property in the project area. Based on the different scenarios of Disasters, WWF-Pakistan is already striving at its level best in the proposed districts of Thatta & Sujawal for a long to build the capacity of local people, save biodiversity, and increase mangroves, protection of wildlife to minimize climate change impacts on the communities.

Currently, WWF-Pakistan has been implementing the BMZ-Bengo project "Sustainable Mangroves Management and Community Development in the Indus Delta. The Project aims to enhance the capacity of the most vulnerable communities for their resilience to climate change and disasters. Focusing on the project goal, capacity building of the most vulnerable communities, placing early warning systems, construction of multipurpose wooden elevated platforms, and development of community-managed coastal disaster response units and other relevant interventions are critical components of the project. Under this component, training of 240 participants has been imparted on Disaster Risk Management, and safer platforms are also planned to be established for the people to make them Disaster Risk resilient.

Following the series of project activities, WWF-Pakistan is looking forward to hiring the services of a professional consultant/firm to develop "Three Disaster Preparedness & Climate Change Adaptation Plans" for project sites each Ketu Bandar, Kharo Chan, and Shah Bundar of districts Thatta and Sujawal.

Objective of the Consultancy:

- To develop Three Disaster Preparedness & Climate Change Adaptation Plans locally feasible, demand-driven and economically viable measures.



- Through multi-stakeholder participation, identify gaps and propose recommendations based on indigenous knowledge available for District and Provincial level Disaster Management Plans.

3) Specific tasks for consultant:

- Conduct meeting with the WWF team and develop an understanding regarding the tasks;
- Submit a micro plan to execute activities required for completion of the task;
- Desk review of the existing documents on the District Disaster Management Plan, District Contingency Plans, and relevant government notification/laws and policies on DRR;
- Review documents NDMA, PDMA Sindh, I/NGOs working on DRR specific on coastal areas;
- Develop a tool for data collection and get it approved from WWF-Pakistan;
- Conduct meetings/FGDs as per approved tool with Government Department Officials, civil society organizations, and vulnerable groups, including women, youth, elderly, and disabled people of the target area;
- Following data collection and analysis, develop the Disaster Preparedness & Climate Change Adaptation Plans through consultation with multi-stakeholders for each project site;
- Submit 1st draft Disaster Preparedness & Climate Change Adaptation Plan with WWF for review;
- Develop all three Disaster Preparedness & Climate Change Adaptation Plans as per feedback from WWF-Pakistan and ensure avoidance of duplications, replications, and copy-past among all the plans;
- The plans should also have a guiding chapter for establishment of DRR response units and including the list of necessary equipment for the response units;
- Submission of final site-wise three final Disaster Preparedness & Climate Change Adaptation Plans to WWF Pakistan
- Present each site plan in three separate workshops for endorsement.
- Facilitate WWF-Pakistan in the establishment of three DRR Response Units.

4) Approach & Methodology:

- Before the activity, the consultant will provide a brief implementation strategy roadmap.
- The consultant will engage all relevant stakeholders to execute the assignment in line with the expected deliverables.
- Gaps identified and recommendations for solutions must be available for the development of district risk management plans/contingency plans.

5) Main deliverable of the assignment:

- Develop Three Disaster Preparedness & Climate Change Adaptation Plans for all 03 sites i.e. Keti Bundar, Kharo Chan, and Shah Bundar in districts of Thatta and Sujawal.
- Submit at least 2 drafts of all three plans to WWF-Pakistan for review.
- Incorporate feedback from WWF-Pakistan in final Plans and submit to WWF-Pakistan.

6) Eligibility Criteria of the Consultant:

- Qualification: Master is Social and natural Sciences or Rural Development with degree or certificate in Disaster Management
- Having more than 10 years of experience working as a consultant with INGO/NGOs in the field of Disaster Risk Reduction and Management with developing DRR Plans for coastal communities.
- Having experience in emergency response in coastal areas, especially in disaster risk management plans.



- Having experience in establishing community-managed disaster response units in coastal areas.
- Fluent in Sindhi and English languages.

7) Guideline for submission of proposal/expressions of interest:

Interested consultants can apply by submitting of an electronic copy of the proposal to WWF-Pakistan.

- Brief introduction of consultant (attach detailed CV with references)
- Understanding of the context
- Methodology
- Work plan
- The consultant will submit the cost of assignment in lump sum including all applicable taxes according to the Government of Pakistan and the Government of Sindh

8) Period of assignment:

- Start Date: February 01, 2023
- End Date: May 30, 2023

9) Conditions:

- WWF-Pakistan reserves the right to accept any proposal or reject all proposals.
- Only shortlisted consultants will be contacted for further consideration.

10) Copy Rights:

WWF-Pakistan will have the copyright for the entire data and reports; the consultant(s) will have no right to use the data/reports in any form or publication.

11) Guideline for submission of proposal/expressions of interest:

Interested consultants should submit the following documentation to Muzzammil Ahmed (mahmed@wwf.org.pk) and Maham Zahara (mzahara@wwf.org.pk)

- Brief introduction of consultant (attach detailed CV with references)
- Understanding of the context
- Methodology
- Design Portfolio
- Work plan
- The consultant will submit the cost of assignment in lump sum including all applicable taxes of the Government of Pakistan.

12) Selection Criteria:

Applicant's proposal shall be evaluated based on Quality and Cost Based Selection (QCBS) method. Under QCBS both technical and financial proposals shall be evaluated as per following criteria against a maximum score of 100 points.

- a. Technical Proposal 70%
- b. Financial Proposal 30%



The following criteria shall be used as a basis for evaluation of technical proposals:

- Qualifications (maximum 30 points)
- Experience relevant to the assignment (maximum 30 points)
- Adequacy of the proposed methodology and work plan (maximum 20 points)
- Skills & Competencies for the assignment (maximum 10 points)
- Prior experience with WWF-Pakistan (maximum 10 points)

Note: Late/ incomplete submissions will not be accepted. Only three (03) top ranked firms will be included in the comparative process.