

TERMS OF REFERENCE (TOR)

CONSULTANCY SERVICES FOR TRAINING AND IMPLEMENTATION OF ZERO DISCHARGE OF HAZARDOUS CHEMICALS (ZDHC) IN TEXTILE AND LEATHER ENTERPRISES OF PAKISTAN

Contract type: “Training & Implementation services”

Duration of assignment: March 2023 – June 2023

Type of Consultant: Individual/Firms Only

WWF-Pakistan is implementing the European Union (EU) funded project namely “International Labour & Environmental Standards Application in Pakistan's SMEs” (ILES) aims at enhancing capacities of the textile and leather sectors to adopt Smart Environmental Management Practices (SEMPs) to reduce overall energy and water footprint of textile and leather manufacturing, in addition to addressing other relevant environmental issues such as air and noise pollution, and solid waste management. Under the umbrella project WWF-Pakistan intends to support textile and leather enterprises in “Training and Implementation of ZDHC Protocol” on the following objective and scope.

1. OBJECTIVES

The objective of this consultancy is to assist WWF-Pakistan to upgrade capacities of the private sector and local stakeholders on sustainable chemical management in the textile and leather sector of Pakistan. Assessment and strengthening the capacity of the textile and leather Sector with respect to ZDHC protocols. Delivering targeted trainings on how to manage their chemicals in line with the Zero Discharge of Hazardous Chemicals (ZDHC) requirements. The provision of training, advice, support and guidance is a key part of the consultancy services.

2. SCOPE OF CONSULTANCY:

The Consultant will be responsible for the delivery of the tasks assigned by WWF-Pakistan. The consultant will be bound for executing the duties as mentioned in the TORs.

1. Preparation of gap analysis report of 06 Textile and Leather Enterprises (01 in KHI, 02 in LHE, 01 in SKT, 02 in FSD) to identify the shortcomings as per ZDHC Protocol and draft baseline chemical inventory.
2. Prepare and Submit action plan against the recommendations to comply with ZDHC protocol.

3. Present recommendations along with action plan to WWF-Pakistan and Partner Enterprises representatives and develop consensus.
4. Recommend changes in policy, processes, chemicals procurement and documentations to streamline as per guidelines of ZDHC.
5. Wastewater testing/sampling protocols review for obtaining the certificate of conformity (Legal and/or ZDHC). The review will be based on existing ZDHC wastewater guidelines including a description of how wastewater should be sampled by operators and external laboratories.
6. Identify legal requirements pertaining to compliance of ZDHC.
7. Sharing of all collected/raw data to WWF-Pakistan.
8. ZDHC comprehensive Capacity building session to 06 Enterprises' relevant Staff members within the premises of the enterprise.

3. REQUIREMENTS:

- The consultant should have a degree in Textile/Environmental Engineering/Sciences with more than 10 years of working experience with the Textile and Leather Sector. Additionally, at least 5 reference projects implemented in the last 3 years related to ZDHC chemical management protocol in the textile and leather industry.
- The consultant should have extensive knowledge of ZDHC protocol implementation.
- Be a ZDHC accepted service providers and ZDHC contributor.
- Must be affiliated with ZDHC Academy.

4. CONDITIONS:

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

5. COPYRIGHTS:

WWF-Pakistan will have the copyright for the entire study data; the consultant(s) will no right to use the data at any forum or in publication.

6. GUIDELINE FOR SUBMISSION OF PROPOSAL/EXPRESSION OF INTEREST:

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

- Application form complete available on WWF Website
- A technical proposal not exceeding 10 pages
 - Explaining why the consultant/bidder is the most suitable for the work;

- Provide a brief methodology on how they will approach and conduct the work.
- An understanding and interpretation of the TORs
- Methodology to be used in undertaking the assignment
- Time and activity schedule
- Evidence of relevant experience and samples of products related to the assignment
- Curriculum vitae of the lead consultants to undertake the assignment
- Work Plan
- A financial proposal consist of the cost of assignment in lump sum including all applicable taxes of the Government of Pakistan and out of pocket expenses.

7. **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.