



## **TERMS OF REFERENCE**

### **THIRD-PARTY EVALUATION / VALIDATION OF WATER REPLENISHMENT THROUGH PROJECT INTERVENTIONS-KARACHI**

WWF-Pakistan is executing/implementing a project titled “Community-Water Stewardship – Replenishing Water Resources in Karachi” funded by Reckitt Pakistan. The project aims to replenish 14,000 annum of water in Karachi through different interventions like Rooftop Rainwater Harvesting Systems, drinking water filtration plants, Ablution Water Reuse Systems and Floating Wetlands as Nature Based Solutions (NBs) for the treatment of wastewater

This document contains Terms of Reference (TORs) for the Consultant, to be engaged by WWF- Pakistan (hereinafter called the Employer), to conduct a third party validation of the volume of water replenished and used through the aforementioned interventions. The assignment is based in Karachi City

#### **1. OBJECTIVES OF THE ASSIGNMENTS:**

WWF-Pakistan requires the services of a consultant for conducting a volumetric calculation/analysis of annual water replenishment and usage through project interventions and monitoring the performance of the project and the specific interventions which include the following:

- i. 30 units of Rainwater Harvesting Systems (RWHSs) ii.
- 3 units of Ablution Water Reuse Systems (AWRSs) iii. 3
- units of Drinking Water Filtration Plants
- iv. 1 Floating Treatment Wetland (FTW)

#### **2. SCOPE OF WORK:**

The scope of work includes :

- 1) Development of methodology for volumetric calculation of water replenishment for each intervention:  
The consultant will develop a separate methodology for the annual volumetric calculation/analysis of water replenishment through each intervention based on the guidelines provided by Volumetric Water Benefit Accounting (VWBA) and other guidelines in the context of local parameters.
- 2) Verification of water replenishment numbers achieved so far since the completion of the installation of each intervention.
- 3) Analysis of Results and Report Submission.



The final report must be comprehensive containing details of calculation methodology, accounting of financial benefits to the communities

### **3. DELIVERABLE**

- Submission of inception report for volumetric calculations of water replenishment through each intervention that contains the following details
- Introduction
- Separate Chapter for each intervention that includes a description of the intervention, location, capacity, replenishment target achieved from the date of installation, calculations, methodology, etc.
- Submission of data log books/survey sheets.
- Submission of final report after incorporating comments from the technical team
- Submission of the presentation containing major information
- Provision of action plan and suggestions for project sustainability.
- Certificate of the audit.

### **4. TIME FRAME**

One Month from the award of the consultancy assignment.

### **5. REQUIRED QUALIFICATIONS/SKILLS OF CONTRACTOR**

1. The consultant/firm should have familiarity with hydrological analysis, water resource management and water conservation.
2. Minimum 05 to 7 years of experience in providing consultancy services for hydrological assessment/analysis, water resource management, water conservation interventions and hydrological modeling.
3. The consultant/firm must have a valid/active NTN number
5. Should be able to follow all the required Health, Safety and Environmental (HSE) protocols, as specified under the WWF-Pakistan HSE safeguard policy.
6. Should adhere to WWF-Pakistan's Environmental and Social Safeguards Framework (ESSF)
7. Should be able to comply with all the national and provincial labor protocols.



## 6. POPOSAL SUBMISSION REQUIREMENTS

- Technical Proposal with conceptualization and understanding of the assignment and an overview of the approach/methodology;
  - Financial Proposal preferably with cost breakup and inclusive of all applicable taxes;
  - Work plan with detailed description;
  - Copy of valid NTN Certificate;5) Profile of consultant/firm with all certificates and licenses, list of projects executed, list of clients, key staff;
  - Financial Soundness / Proof (Bank Reference or Bank Statement or Audited Report /Accounts);
- 8) Copy of any international/local affiliation (if any);
  - 9) Copy of ISO 9001 / 2000 Certificates / local and international standards (if any).
  - 10) Travel, food, and accommodation will be the responsibility of the consultant

## 7. CONDITIONS:

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

## 8. 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.

## 9. GUIDELINE FOR SUBMISSION OF PROPOSAL/EXPRESSION OF INTEREST:

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



**10. 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.