



RFP for Consultancy Services-WWF Pakistan

Subject:

On-line Workshop on Global Circular Economy Regulatory Framework

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1) INTRODUCTION & BACKGROUND

Contract type: Consultancy and Services
Duration of assignment: 30 Days starting from 01st September to 30th September 2023

Climate change and environmental degradation are an existential threat to our planet. To overcome these challenges, country legislators and industrial sectors are setting up regulatory laws, orders and regulations to achieve a resource-efficient and competitive economy but ensuring that no net emissions of greenhouse gases by 2050.

New regulations are springing up during recent years. For stakeholders it is a time-consuming process to check for each and every regulation that have impact to their business activities. In view of this WWF plans to plans to organize information workshops to cater for stakeholders in Pakistan to have a first-hand knowledge on current and pending legislations that will have immediate and potential impact on their business.

2) GENERAL CONDITIONS

- 1) The WWF-PAKISTAN reserves the right to reject or accept any proposal. The WWF-PAKISTAN reserves the right to proceed with the implementation of any Service, in whole or in part, as described in the Proposal.
- 2) The WWF-PAKISTAN reserves the right to engage in discussions with any BIDDER to clarify responses or discuss certain issues with regards to the proposal or services requested. The WWF-PAKISTAN has no obligation to notify the other BIDDERS of the discussions, clarifications, or other information provided by a BIDDER. Any additional information required for preparation of the BID shall be distributed to all participants at the same time.
- 3) The WWF-PAKISTAN reserves the right to award the proposal based on experience, qualification, completion date, service cost and other criteria, and not necessarily the lowest cost.
- 4) Based on the RFP BID the WWF-PAKISTAN is entitled to change/replace or omit any clause/part of the preliminary defined scope of services of the proposal. The WWF-PAKISTAN shall conduct negotiations with WWF to achieve the full compliance to the requirements.
- 5) The WWF-PAKISTAN reserves the right in the event the successful CONSULTANT fails to comply with the terms and conditions as listed, to cancel this contract and award it to another CONSULTANT without penalty or action against the WWF-PAKISTAN. The RFP does not constitute an agreement or order.
- 6) The RFP is not a binding agreement between the parties, submission of a proposal or response by a proponent is voluntary.
- 7) By submitting a bid, the BIDDER is deemed to have acknowledged all of the undertakings, specifications, terms and conditions, **WWF Fraud and Corruption Prevention and Investigation Policy (Annex 2)** contained in the RFP, and to be bound by them if the BID is accepted. All expenses incurred by the Bidder in connection with the preparation of its proposal are to be borne by the RFP participant, and the WWF-PAKISTAN shall not incur any obligation whatsoever toward the Bidder regardless of whether such bid is accepted or rejected.

3) PURPOSE OF CONSULTANCY

The purpose of training on the Global Circular Economy Regulatory Framework is to equip participants with a comprehensive understanding of international regulations and policies governing the circular economy, fostering awareness, compliance, and innovation within businesses, industries, and governments. This training aims to facilitate the transition from a linear to a circular economic model by providing insights into resource efficiency, waste reduction, sustainable practices, and collaborative efforts towards a more environmentally responsible and economically viable global economy.

4) DELIVERABLES

The consultant(s) is expected to submit the following deliverables by the end of this consultancy:

Two online workshops each with 2-hour duration including 90 minutes of presentation and 30 minutes for Q&A covering the following topics:

- In depth information on EU circular economy legislation with supplementation information of USA and other key countries. The proposed and enforced legislations listed in the workshop are just part of the legal matrix that have key impacts to the industry
- **EU Green Deal:**
- Corporate Sustainability Due Diligence Directive
 - o (focusing) German Supply Chain Due Diligence Act
- Proposal for a framework of eco-design requirements for sustainable products
 - o Product Digital Passport (focus textile)
- Green Washing Directive
- Decision on establishing the ecological criteria for the award of the EU Ecolabel for textile and footwear products
- Deforestation Regulation
- Proposal of Regulation on prohibiting products made with forced labour on the Union market
- Waste Directive
 - o Textile waste
 - o Regulation on shipment of textile waste
- Chemical strategy
 - o Ban on PFAS (forever chemicals)
- Fit for 55 plans
 - o Carbon border adjustment mechanism
 - o Energy taxation
- Plastic levy
- GRI reporting compulsion
- EU Non-financial reporting directive
- **Based on the workshop contents, the consultant is to prepare information booklet for WWF-Pakistan to publish on their website.**

5) PROJECT/ ASSIGNMENT TIMELINE

The consultant/Firm shall provide detailed service provision timeline per milestones and phases. The assumed commencement date of the assignment is **September 01st, 2023** and the completion date is **September 30th, 2023**

Note:

Timelines may be amended based on actual agreement dates and Mutual Consent of Both Parties

6) REQUIREMENTS

The interested consultant(s) should meet the following criteria:

Minimum requirements

- **Education:** The consultant should have a master's degree, preferably in environmental engineering/industrial sustainability/development studies/environmental management;
- **Experience:** At least 10 years of experience in supply chain sustainability and working with international textile and/or leather brands on the implementation and compliance with international environmental standards.

- **Skills/ language:** Effective verbal and non-verbal communication, with expertise in English language is required.
- Only international consultant(s)/firms will be considered.

7) CORRESPONDENCE & SUBMISSION OF PROPOSAL

1. Interested consultants should submit the Proposal and can send their Queries through Email by attention to the Following:

To: Faiza Khan (fakhan@wwf.org.pk)

Cc: Muzzammil Ahmed (mahmed@wwf.org.pk)
Maham Zahara (mzahara@wwf.org.pk)

2. The BID submission deadline mentioned on WWF-Website.
3. Any information and responses to enquiries will be made in writing and distributed by email to all proponents. Enquiries after the foregoing deadline will not receive a response.

8) FORMAT OF THE PROPOSAL

The BID submitted by the participant must be structured as per the below provided instructions:

- 1) **Application Form available at WWF-Website** - General information about the Bidder, covering qualification and experience, CV.
- 2) **Experience:**
 - a) **Description of the complete projects:** the list and general information about the complete projects, description of the role in the project, other accomplishments of the Consultant.
- 3) **Proposal outlining scope consultancy service-** Description of scope and working process, stages, deliverables, exclusions, conditions;
- 4) **Provide template of already complete similar type of reports-** the WWF-PAKISTAN may request additionally;
- 5) **Service Provision Timeline** – Provide Detailed Work Plan as per Deliverable and TORs.
- 6) **Financial Proposal-** the prices shall be provided in Pak Rs, the total price shall include all costs related to service provision including applicable taxes.

Note:

Templates of all Information is provided on Application form available at WWF-Website. Any Additional Information related to the RFP can be attached along with application Form.

9) FINANCIAL PROPOSAL

The proposed prices shall be provided in PKR, the total price shall include all costs related to service provision including all Direct and Indirect taxes, Travel, Boarding & Lodging shall be based on actual receipt up to max Ceiling (If Any).

The Payment Term: shall be defined by the contract to be concluded between WWF -Pakistan and the consultant.

10) EVALUATION PROCESS

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

11) DOCUMENTATION AND CONFIDENTIALITY

All documents completed based on requirements of the present RFP shall be the property of the WWF-Pakistan, and shall not without the consent of the WWF-Pakistan be used, reproduced or made available to third parties beyond what is necessary in respect of the fulfilment of the Project. All documents issued and information given to the BIDDER shall be treated as confidential.

12) budget

Available Budget for this consultancy is 2.63 Million Inclusive of all taxes and Out of Pocket Expenses