



Consultancy Ref No: 26/23-24/SMART/NORTH

# **RFP FOR CONSULTANCY SERVICES**

## **WWF-PAKISTAN**

### **SUBJECT:**

**Develop a case study on the successes and lesson associated with the adoption of Spatial Monitoring and Reporting Tool (SMART) as tool of improved wildlife monitoring and protected areas management and policy recommendation for its provincial and national scale adoption.**

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## 1) INTRODUCTION & BACKGROUND

Contract type:	Consultancy and Services
Duration of assignment:	02 months (10 September - 30 October 2023)
Type:	Individual/Firm

The SMART (Spatial Monitoring and Reporting Tool) approach we employ integrates software, training resources, and standardized patrolling protocols to support conservation managers in their efforts to monitor wildlife, detect potential risks like poaching, IWT, and enhance the efficiency of patrolling activities. In collaboration with the Wildlife Departments of Khyber Pakhtunkhwa (KP) and Gilgit-Baltistan (GB), WWF-Pakistan has been actively engaged in the integration of SMART within protected area management. This initiative aims to bolster the capacity of these law enforcement agencies by providing training and resources. Through this partnership, the focus is on enhancing the effectiveness of protected area management, enabling better monitoring of wildlife, and addressing challenges such as poaching and disease threats.

The objective of this assignment is to evaluate the extent of the effectiveness of SMART application within the designated target protected areas. This assessment seeks to ascertain the potential for both expanding its reach and replicating its success throughout Pakistan. The assigned expert will be responsible for crafting a series of policy recommendations aimed at bolstering the scope, scalability, and adaptive capacity of SMART implementation. These recommendations are intended to facilitate the broader adoption of SMART and create the necessary conditions for its continuous improvement and widespread utilization across Pakistan. The tasks involved in this assignment will encompass evaluating the efficacy of SMART within specific areas, particularly focusing on sites inhabited by snow leopards, as well as other protected zones where SMART has been implemented. Furthermore, the assessment will involve soliciting insights and feedback from key partners who are actively engaged in the implementation and management of SMART initiatives.

## 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 and WWF's Environment Social & Safeguard for consultant agreement** 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

#### a. Objective of the Consultancy:

Develop a case study and one policy brief covering the extent of the effectiveness of SMART application in Pakistan, lessons learnt and crafting a series of policy recommendations aimed at bolstering the scope, scalability, and adaptive capacity of SMART implementation.

#### b. Specific Tasks:

1. Conduct in depth review of existing literature, research studies and report related to SMART application in wildlife
2. conservation both globally and in context of Pakistan.
3. Compile the history of SMART implementation in Pakistan including its goals, challenges faced and success achieved so far.
4. Collaborate with relevant stakeholders including WWF-Pakistan, park rangers, local communities and government
5. officials to collect qualitative and quantitative data on wildlife population trends, illegal activities and SMART,s impact.
6. Develop a comprehensive case study that outlines context, objectives, methodology, SMART effectiveness, findings and lessons learned from SMART implementation in Pakistan.
7. Collaborate with wildlife conservation experts, WWF-Pakistan representatives and senior officials of GB and KP
8. Wildlife departments to formulate policy recommendations.
9. Formulate one concise policy brief covering policy recommendations aimed at enhancing SMART effectiveness, scale-up, scale-out and its adaptability in the context of Pakistan.
10. Maintain open communication channels to address any queries or concerns raised by WWF-Pakistan during the review process.
11. Integrate all revisions and feedback into the case study and policy brief ensuring a cohesive and refined final version.
12. Compile and submit the final case study and policy brief to WWF-Pakistan within specified deadline along with
13. executive summary that highlights main insights.

### 4) Deliverables

1. One case study covering SMART effectiveness and lesson learnt in pilot sites in Pakistan.
2. One policy brief covering policy recommendation and suggested enabling condition chalking out the road map of SMART Scale-up and Scale-out in Pakistan.

### 5) REQUIREMENTS

1. Possess a minimum of a Master's degree in a relevant field such as Natural Resource Management, Environmental Sciences or a related discipline.
2. Demonstrate a track record of at least 5 years of experience in conducting impact assessments, analyzing results, and evaluating projects.
3. A proven record of working and developing research of similar scope linked to biodiversity and NRM
4. Excellent in English writing and communication skills.

### 6) 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](mailto:fakhan@wwf.org.pk))

**Cc:** Muzzammil Ahmed ([mahmed@wwf.org.pk](mailto:mahmed@wwf.org.pk))  
Maham Zahara ([mzahara@wwf.org.pk](mailto:mzahara@wwf.org.pk))

2. The RFP 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.

## 7) 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 and all related Information.
- 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.

## 8) 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 consultant will submit the cost of the assignment in a lump sum, including all applicable taxes according to the Government of Pakistan and the Government of KP

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

## 9) 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%)
  - Detailed workplan
  - Expression of interest (EOI)
  - Company's Profile
  - Detailed methodology
- B) Financial Proposal (30%)
  - Detailed financial proposal which should be inclusive of all applicable taxes and out of pocket expenses. The financial proposal should follow a breakdown structure i.e., specifying cost(s) to each head and subhead

- Company's registration certificate
- NTN detail(s)
- Any legal or technical certification required for the task
- Audited Accounts Report (if available) of last FY

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

## 10) 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.

## 11) BUDGET

Total Budget for this activity inclusive of all taxes and Out of Pocket expenses are **300,000 PKR** Including taxes and all out of pocket Expenses.