



Ref: 48/23-24/ABNJ-South

# **RFP for Consultancy Services-WWF Pakistan**

## **Subject:**

"Hiring Services of Individual with a sound understanding of operations of fishing vessels and industry for the conversion of 10 gillnet fishing boats into fully operational longline fishing boats"

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## 1) INTRODUCTION & BACKGROUND

Contract type:	Consultancy and Services
Duration of assignment:	Duration 1 Month From signing of Contract

### Background of Project & Assignment:

The World Wide Fund for Nature-Pakistan (WWF-Pakistan), the global conservation organization, has a mission to stop the degradation of the planet's natural environment and to build a future in which humans live in harmony with nature by

- Conserving the world's biological diversity;
- Ensuring that the use of renewable natural resources is sustainable; and
- Reducing pollution and wasteful consumption

Under its global mission, WWF-Pakistan works with central and local government agencies, the private sector, civil society organizations (CSOs), and the local communities to implement its various conservation programmes in the six thematic areas, including energy and climate, forest, freshwater, wildlife, food and market, and ocean. WWF Pakistan has substantial experience in working with international donors.

WWF Pakistan, founded in 1970, is Pakistan's most significant independent nature conservation NGO, with over 20 offices nationwide. WWF Pakistan has a mission to preserve the country's incredible biodiversity and natural resources through the practices above. Since its inception, WWF Pakistan has implemented over 200 projects and programmes. WWF Pakistan works closely with local and national partners, government, private partners, research, and communities.

### Brief Project Description:

Pakistan has a coastline of 1050 km, and an EEZ of approximately 290,000 km<sup>2</sup> with the territorial waters covering an area of 24,000 km<sup>2</sup>. It borders the productive Northern Arabian sea and is famous for its upwelling phenomenon. The continental shelf of Balochistan only measures 15-40 km, which makes it dynamic in the fisheries sense and provides livelihood opportunities for fishers residing along the coast of Pakistan. The coast of Balochistan is comprised of sandy beaches, whereas the Sindh coast is consisting of creeks and continental shelf is shallow unlike Balochistan which is steep. Both the coastlines support a wide variety of marine species. The Balochistan and Karachi coasts are famous for nesting sites of green turtles, where around 140 species of elasmobranchs and 19 species of cetaceans have been recorded from Pakistan's waters. This showcases the rich marine resources of Pakistan and its potential of supporting livelihood of around 1 million people.

Fisheries are the major economic resource and comprise of around 1% GDP of Pakistan. It is being exploited unsustainably and has server pressure, with increasing vessel number operating in the Northern Arabian Sea and resource practices it is important to put a cap on the exploitation of these resources. Although Pakistan's fishing fleets are mostly small scale in nature, there is no regulation and the practices are artisanal fisheries at risk. In order to better understand the nature of artisanal fisheries and their use of bait in fisheries, it is important to encompass knowledge and management efforts to secure the vested interests of artisanal fishers.

WWF-Pakistan required technical consultant to convert 11 gillnet vessels into longline in its project "Sustainable Management of Tuna Fisheries and Biodiversity Conservation in the Areas Beyond National Jurisdiction supported by GEF and FAO.

## 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

#### **Objectives of the Assignment:**

The overall objective of the consultancy is to:

convert 10 gillnet vessels into longline vessels and to build capacity of fisher's for installing and operations through longline gear. Key deliverables of the consultants are as follows:

- Installation of 10 sets of longline gear on tuna gillnet vessels.
- Build capacity of WWF-Pakistan and MFD staff and fishermen on installation of longline gear and fishing operations through longline fishing gear.
- Develop a manual on installing and usage of longline fishing gear.
- Help in identifying market and fish processing units for species caught through longline gear.
- Plan-out and share process of consultation that includes but not limited to capturing reflection of fishermen and their fishing operations.
- Ensure a post installation monitoring and repairs at least 3 months after the installation of fishing gear

#### **Terms of reference:**

- Conduct an introductory meeting immediately after the agreement signing
- Installation of longline gears provided by WWF-Pakistan
- Train skippers on use of longline gear operation and maintenance
- Develop a report and manual on installation and operations of longline gear
- Conduct on field training session for the WWF-Pakistan and MFD staff demonstrating longline gear operation
- Ensure a post installation monitoring and repairs at least 3 months after the installation of fishing gear

### 4) Deliverables

Delivery on the above-described work will largely require desk and field work. There is a general expectation that facts are cross-checked with key experts in and on the region and in particular. WWF-Pakistan will facilitate in arranging stakeholder meeting and workshops to capture their feedback during the installation process where required.

## 5) REQUIREMENTS

The Consultant/Consultancy Firm should possess the following qualifications and expertise:

### Minimum requirements

- The consultant should have demonstrated expertise, experience and to carry out the aforementioned tasks:
- Familiarity with longline and other type of gears used in fishing operations.
- Excellent knowledge and understanding of the Arabian sea and associated coastline.
- Proactive and able to work with minimal supervision and a high degree of initiative, reliability, flexibility, motivation, and resourcefulness
- Professionalism: flexibility to make ad-hoc changes as and when the need arises; ability to perform under stress; willingness to keep flexible working hours.
- Excellent data collection and analysis skills
- Able to work with minimum supervision
- Experience in providing quality technical reports
- Knowledge of WWF's work globally and regionally is an asset.
- Identifies and aligns with the core values of the WWF organization: Courage, Collaboration, Respect & Integrity
- Demonstrates WWF behaviors in way of working: Strive for Impact, Listen Deeply, Collaborate Openly, Innovate Fearlessly;
- Adheres to WWF's brand characteristics, which are: Knowledgeable, Optimistic, Determined and Engaging

### Timeline

- 90 days (1<sup>st</sup> November 2023 to 31 January 2024)
- By November 10, 2023 – tools, methodology and plan for installation is developed and shared
- By the mid of December 2023 – at least 5 vessels converted and operations initiated
- By the end of December 2023 – All 10 vessels converted to Longline and Delivery of Final Report addressing comments from WWF-Pakistan and FAO

## 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))

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.
- 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 or USD, 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 or USD, 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

**Conditions:**

- WWF-Pakistan reserves the right to accept any proposal or reject all proposals.
- Only shortlisted consultants will be contacted for further consideration.
- Only remuneration will be paid to the consultant, the boarding and lodging will be their own responsibility

**Copyrights:** 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.

## 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 is 3 Million Inclusive of all taxes and Out of Pocket Expenses.