



Ref Number: 76/ILES/SOUTH/23-24

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

## **Subject:**

**Assessment for the Installation of Water Recycling Plants and Third-Party Validation of Recycling Potential of Already Installed Water Recycling Plants in the Textile Industries of Karachi**

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## **Application Submission:**

Interested consultants should submit the Proposal on **Application Form Available Online** or can access through following Link:

<https://forms.gle/qazomXoWh7FSWcL29>

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## 1) INTRODUCTION & BACKGROUND

Contract type: Consultancy and Services  
Duration of assignment: 04 months, Days starting from 01<sup>st</sup> February 2024 till 30<sup>th</sup> May 2024  
Consultant Type: Firms Only

This document outlines the terms of reference (TOR) for the hiring of Consultant/s to undertake the Assessment for the Installation of Water Recycling Plants and Third-Party Validation of Already Installed Water Recycling Plants in the Textile Industries of Karachi (hereinafter referred to as the consultant). The consultant will be engaged by WWF Pakistan, hereinafter referred to as the Employer.

WWF-Pakistan is currently implementing an eight-year project, the International Labour and Environmental Standards Application in Pakistan's SMEs (ILES), in collaboration with the International Labour Organization (ILO), funded by the European Union (EU). The project employs a two-pronged approach, aiming to improve environmental governance and compliance in the leather and textile sector to leverage the economic benefits of the European Union's Generalized Scheme of Preferences (GSP+)

Under the ILES project umbrella, WWF-Pakistan intends to hire a consultant to conduct an assessment of four textile industries in Karachi for the installation of Water Recycling Plants. This involves considering the ground situation of each industrial unit, encompassing data analysis, industrial processes, water consumption in each process, expected percentages of water recycling potential, drawings, estimated investment, Return on Investment (ROI), etc.

Another responsibility of the consultant is to validate the water recycled by the four separate textile industries and provide technical advice/recommendations (based on the survey) to further enhance recycling percentages, estimated investment, and ROI

## 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

### 3) PURPOSE OF CONSULTANCY

incur any obligation whatsoever toward the Bidder regardless of whether such bid is accepted or rejected.

The purpose of this consultancy is to perform two separate tasks for the ILES Project. Task one includes the physical survey of four textile industries in Karachi for the installation of Water Recycling Plants to recycle the ETP water. This will involve data analysis, monthly water consumption, water quality, already available resources, installation cost, and technology requirements, recycling plant efficiency based on the available space, the requirement for specific lab equipment, total cost required, and its ROI.

Task two involves the validation of the percentage of water being recycled by the four industrial units. This can be done through (but not limited to) data analysis, a survey of current processes, including the quality and quantity of water in each process/per kg of fabric, capacity of ETP and recycling plant, percentage potential of recycling with available resources, and estimated cost and its ROI

### 4) DELIVERABLES

The Firm is expected to perform the following tasks and submit the following deliverables as per the timelines mentioned in clause 5 of this RFP:

#### 1: TECHNICAL ASSESSMENT FOR THE INSTALLATION OF WATER RECYCLING PLANTS

Conduct a technical assessment of four industrial units for the installation of a Water Recycling Plant:

- Analyze the available data, including water consumption, quantity, process-wise consumption, water usage, and treatment costs, etc.
- Perform a physical assessment/survey of the industry to validate/verify the available data for the installation of the water recycling plant.
- Conduct a physical survey of available resources, including land for the recycling plant, water testing lab, and available equipment, etc.
- Based on the site survey and secondary data of each industrial unit, the consultant is responsible for proposing a sustainable water recycling technique.
- Develop site-specific drawings of the water recycling plant.
- Specify the requirements for water testing lab equipment.
- Outline the usage of recycled and rejected water (site-specific).
- Calculate the total estimated investment required to achieve the proposed/desired percentage of water recycling.
- Evaluate the Return on Investment.
- Generate a comprehensive report covering all the above details.
- Provide a brief presentation to each industry regarding the survey outcome, covering all the above-stated aspects

#### 2. Third-Party Validation and Maximize Recycling Potential of Already Installed Water Recycling Plants

Conduct a technical assessment of four industrial units to validate the percentage of water being recycled and to maximize the recycling potential:

- Analyze the available data, including water consumption, quantity, process-wise consumption, water usage, treatment, and current recycling potential.
- Perform a physical assessment/survey of the industry to validate/verify the available data and water being recycled.
- Verify the water recycling percentage through different tools.
- Propose recommendations to maximize the water recycling percentage.
- Provide site-specific recommendations for the usage of rejected water.
- Calculate the total estimated investment required to maximize the proposed percentage of water recycling.

- Evaluate the Return on Investment.
- Generate a comprehensive report covering all the above details.
- Deliver a brief presentation to each industry regarding the survey outcome, covering all the above-stated aspects

#### **Final Deliverables:**

1. A comprehensive report specific to each industry (separate report for each industry) covering the following components:
  - ✓ Objectives and methodology
  - ✓ Data Analysis
  - ✓ Outcome of the survey
  - ✓ Suggestion for sustainable recycling technique (site Specific)
  - ✓ Site-specific drawings of the water recycling plant
  - ✓ Photographic evidence of the survey
  - ✓ Recommendations to increase the recycling potential of the already installed recycling plants (site specific)
  - ✓ Cost benefit analysis including ROI covering all the recommendations
2. Total 06 report covering the above contents
3. Presentation based on the outcomes of the assessment to be presented to each industrial unit
4. One draft research paper on the title “Water Recycling Potential in the textile Industries\_ A case Study of 06 Textile Industries of Karachi ” covering the following contents (but not limited to):
  - ✓ Abstract
  - ✓ Introduction
  - ✓ Literature Review
  - ✓ Methodology
  - ✓ Statistics/graphs
  - ✓ Result and Discussion
  - ✓ Conclusion
  - ✓ References (References should not older than 2020)
  - ✓ The research paper should not have more than 10% plagiarism

**Note: All the data and information will be kept confidential and handed over to WWF-Pakistan. WWF-Pakistan reserved the right to use and publish any information/data provided during and after the completion of this consultancy.**

#### **5) PROJECT/ ASSIGNMENT TIMELINE**

The assignment must be completed as per the following timelines:

<b>Month</b>	<b>Assessment of total 08 Industries in Karachi as per the details mentioned in Heading # 4</b>
<b>February</b>	Assessment of 04 industries for Task 1 (TECHNICAL ASSESSMENT FOR THE INSTALLATION OF WATER RECYCLING PLANTS)
<b>March</b>	Submission of Assessment Report and briefing of the site-specific outcomes to the 04 industries
<b>April</b>	Assessment of 04 industries for Task 2 (Third-Party Validation and Maximize Recycling Potential of Already Installed Water Recycling Plants )
<b>May</b>	Submission of Assessment Report and briefing of the site-specific outcomes to the 04 industries

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

#### Minimum requirements

- **Education:** The Firm should have a strong team comprising preferably of Environmental/Chemical Engineer and Civil Engineer with the expertise to fulfill the ToRs
- **Experience:** At least 03-05 years relevant work experience
- **Skills/ language:** Data handling, industrial audit/assessment, recycling plant designing, report writing and good communication skills

## 7) CORRESPONDENCE & SUBMISSION OF PROPOSAL

### 1. **Application Submission:**

Interested consultants should submit the Proposal on **Application Form Available Online** or can access through following Link:

<https://forms.gle/qazomXoWh7FSWcL29>

### 2. If Any **Queries** may send 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))

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.

## 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, experience and 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, methodology
- 4) **Provide list of previous relevant experience with Proof in the form of work completion certificate, Work orders etc.**
- 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 must be exclusive of all types of 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 prices shall be provided in Pak Rs, the total price must be exclusive of all types of applicable taxes.

The prices will include all the Travel, Boarding & Lodging and other expenses

**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.

## 11) BUDGET

Total Budget for this activity inclusive of all taxes and Out of Pocket expenses are 2.5 Million.