



Consultancy Ref No: 80/ILES/CENTRAL/23-24

# **RFP FOR CONSULTANCY SERVICES WWF-PAKISTAN**

**SUBJECT: DEVELOPMENT OF ENVIRONMENTAL MANAGEMENT  
PLANS FOR DECONTAMINATION OF EXISTING TANNERY SITES IN  
SIALKOT**

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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:	90 days from signing of contract <ul style="list-style-type: none"><li>- 15 days for Inception report.</li><li>- 60 days for draft report along with presentation to WWF/STAGL and its stakeholders.</li><li>- 15 days for submission of final report.</li></ul>
Type:	Both (Individual/Firms)

### Background of Project & Assignment:

WWF Pakistan implementing the European Union (EU) funded project namely “International Labour & Environmental Standards (ILES) Application in Pakistan's SMEs” aims at enhancing capacities of the textile and leather sector SMEs to adopt (SEMPs) Smart Environmental Management Practices to reduce overall energy and water footprint of textile and leather manufacturing, in addition to addressing other relevant environmental issues such as air and noise pollution, and solid waste management.

There are 250 tanneries located in 10 different clusters, scattered all around Sialkot city and suburbs. These scattered tanneries are unable to meet the international standards which are becoming more and more stringent with the passage of time. The foremost and critical requirement for international trade and exporting leather goods is the environmental and social compliance. The buyers anywhere in the world are now obligated by their own country's legislation to import goods from those manufacturers who possess internationally accredited certifications. This makes sustainability of leather exports and foreign exchange earnings by Pakistan at stake which is evident from the decline in exports in recent years.

Recognizing the importance of the issue, a project of Sialkot Tannery Zone (STZ) was visualized which has now reached an advance stage. The aim is to develop focused industrial growth in Sialkot by developing international standard tannery zone in the region. The project is being executed in Public Private Partnership. For representation of the private sector, a non-profit company by the name of Sialkot Tannery Association (Guarantee) Limited (STAGL) was incorporated.

The project would help in shifting of tanneries located in and around the city to a centralized location to provide various facilities like Common Effluent Treatment Plant, Centralized Solid Waste Management System and Chrome Recovery Plant, etc. However, The incumbent imperative lies in the decontamination of the existing tanneries sites, thereby paving the way for future development on these premises.

Under this project “**International Labour & Environmental Standards (ILES) Application in Pakistan's SMEs**” WWF Pakistan intends to support Sialkot Tannery Zone is devising “Environmental Management Plans for decontamination for existing tannery sites in Sialkot” on following objective and scope.

## 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:

The present terms of reference (TORs) aims devising "Environmental Management Plans (EMP) for decontamination of existing tannery sites in Sialkot". The EMP should provide guidance for tannery owners regarding decontamination plan according to identified hazardous/ toxic chemicals. By implementing EMP, the necessary measure will be taken to ensure the decontamination of the existing sites for future development.

#### b. Specific Tasks:

1. Physical survey to determine the current status of different sites/clusters of tanneries in Sialkot.
2. Perform chemicals testing of minimum 10 existing tanneries.
3. Preparation of Environmental management plan for existing tannery sites (cluster / process wise), including measures to rehabilitate soils and cap sources of ground and surface water contamination at tannery sites during and after rehabilitation.
4. Propose decontamination plan according to identified hazardous/ toxic chemicals.
5. Tentative cost estimations of decontamination plan.

### 4) Deliverables

- 1) Inception Report indicating detailed methodology and work plan (at the time of Kick-off/Preliminary Meeting) of award of the contract.
- 2) Soil test reports at 10 different sites & analysis. (Two Hard Copies and One Soft Copy).
- 3) Report on Environmental Management Plans for decontamination for existing tannery sites in Sialkot, including measures to rehabilitate soils and cap sources of ground and surface water contamination at tannery sites during and after rehabilitation. (Two Hard Copies and One Soft Copy).
- 4) Arranging one workshop at project site to present the major findings of study to all project stakeholders.

### 5) REQUIREMENTS

1. The consultant should have over 10 Years of Experience in developing environmental management plans, EIAs and IEEs, coupled with a minimum of two projects in the rehabilitation of contaminated sites, environmental management of tanneries, showcasing expertise in remediation planning.
2. The consultant should have PhD/MSc Environmental Sciences / Environmental Engineering or a related field, preferably a chemical engineer with a master's in environmental engineering.
3. Strong Knowledge of Leather Industry (tanning processes and chemicals), preferably having at least three assignments linked to environmental management of tanneries.
4. Strong knowledge of Polluted Sites Remediation, preferred having at least experience of at least two projects of rehabilitation of contaminated sites.

### 6) 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.

## 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 is **PKR 1.5 Million.**