



Consultancy Ref No: 92/WRAP/North/23-24

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

**Consultancy services for Cluster-Based Water Filtration Unit supervision and Operator Capacity Building.**

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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:	71 days
Type:	Individual

### Background of Project & Assignment:

WWF-Pakistan is currently addressing the water security challenges for vulnerable communities under the FCDO funded project titled “Scaling Up NbS for Improving Integrated Water Resource Management and Enhanced Water Security in Pakistan” in selected parts of Gilgit Baltistan (GB). To improve community health, access to clean water, and empower communities to resiliently manage water resources, fostering a sense of ownership and contributing to sustainable development through reliable water access and environmentally conscious practices.

WWF-Pakistan is currently addressing the water security challenges for vulnerable communities under the FCDO-funded project titled “Scaling Up NbS for Improving Integrated Water Resource Management and Enhanced Water Security in Pakistan” in selected parts of Gilgit Baltistan (GB). Chil-Ganish Hunza, nestled in the breathtaking landscapes of Hunza, having a population of 120 Households, faces challenges related to water quality, affecting both the community's health and the delicate ecosystem. WWF Pakistan's initiative not only tackles immediate issues but also aligns with the broader goal of Nature-Based Solutions in the area. The cluster-based filtration unit is designed to address pressing water quality concerns in Chil-Ganish Hunza, offering a comprehensive and localized solution. By strategically installing this unit, the project aims to optimize water purification processes, ensuring access to clean and safe drinking water for the local community.

Cluster level water filtration unit will provide clean water to a community. A dedicated room will be constructed which is connected with 8-stage water filtration system with a URF unit. The 8-stage process removes impurities and ensures high water quality, while the URF will limit the TSS (Total Suspended Solids), the initiative aims to improve health by offering safe water to the community. The goal is to simplify access, providing clean water for the community's well-being.

## 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 objective of this consultancy is to supervise the implementation of Cluster-Based Water Filtration Units, which includes designing efficient filtration systems, overseeing the construction process, conducting capacity-building programs for operators, and ensuring the sustained functionality of the units through a 2-year maintenance service. The primary goal is to enhance community access to clean and safe water, promoting sustainable water management practices within the designated clusters.

#### b. Specific Tasks:

The specific tasks for the consultant are to:

- Provide technical supervision and guidance during the construction phase to ensure the accurate implementation of design specifications and timely completion of the filtration units.
- c Identification of source and supervision for grading of natural river bed gravel and sand as per recommended sizes required for up roughing filtration (URF).
- Provide technical guidance for pipe networking of URF.
- Conduct training for operators involved in the water filtration process, focusing on equipment operation, maintenance protocols, and emergency procedures.
- Implement quality control measures at each stage of the project to guarantee the effective and long-term performance of the water filtration units.
- Develop a comprehensive maintenance schedule and protocol for the Cluster-Based Water Filtration Units, outlining routine checks and preventive measures to ensure sustained functionality.
- Maintain detailed documentation throughout the consultancy, including design plans, construction progress reports, and training materials, ensuring transparency and knowledge transfer.

### 4) Deliverables

- Weekly, Monthly, and Project Completion Reports.
- URF completion Report as per the specified design.
- A detailed training curriculum and materials for operators.
- A final report summarizing the training outcomes, feedback, and recommendations for future interventions
- Handover all the project-related material to the WWF Office on completion of project.

### 5) REQUIREMENTS

#### a. Qualification

BSc Civil Engineering/Environmental Engineering/ Public Health Engineering or a minimum of 10 years of designing and supervision experience of such assignments.

#### b. Eligibility

Demonstrated expertise in capacity building and maintenance of cluster-based filtration Plant.

#### c. Experience

At least 10 years of experience in the installation of Gravel-based filtration plants.

### 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))  
Khurram Shehzad ([kshehzad@wwf.org.pk](mailto:kshehzad@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 are **PKR: 150,000 only.**