



Ref: 108/ILES/SOUTH/23-24

RFP for Consultancy Services-WWF Pakistan

Subject:

**Comprehensive Environmental Analysis and Remediation for
Hub, Baluchistan: Air, Water, and Solid Waste Management**

Application Submission:

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

<https://forms.gle/qazomXoWh7FSWcL29>

RFP – Consultancy Services

CONTENT

1) Introduction & Background	2
2) General Conditions	2
3) Purpose of Consultancy	2
4) Deliverables.....	3
5) Project/Assignment Timelines	3
6) Requirements	3
7) Correspondence and Submission of Proposal	4
8) Format of Proposal.....	4
9) Financial Proposal.....	4
10) Evaluation Process	5
11) Documentation and Confidentiality	5

1) INTRODUCTION & BACKGROUND

Contract type: Consultancy and Services
Duration of assignment: 04 months, Days starting from 20th February 2024 till 19th June 2024
Type: Firm

This document outlines the terms of reference (TOR) for the hiring of Consultant/s to conduct a “Comprehensive Environmental Analysis and Remediation for Hub, Balochistan: Air, Water, and Solid Waste Management”.

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 a comprehensive study of the current situation of air, water, and solid waste in the Hub City of Balochistan. This will include a detailed baseline (comprised of primary data) of air, water (both freshwater and wastewater), and solid waste (predominantly hazardous and non-hazardous). The consultant will be tasked with providing the best possible solutions, recommendations, and viability of these recommendations, considering applicable environmental laws and obligations."

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 OF CONSULTANCY

The purpose of this consultancy is to conduct a detailed study of environmental conditions, including Air, Water, and Solid Waste. Data will be gathered through monitoring, testing, consultations, and surveys to collect firsthand information, results, and data. Based on the results of each area (Water, Air, Solid Waste), the consultant is responsible for providing possible solutions, recommendations, and assessing the viability of these recommendations, considering applicable environmental laws and obligations.

4) DELIVERABLES

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

1: Comprehensive Baseline Data Collection for Air, Water and Solid Waste

A. Air Quality:

- Collection of baseline ambient air quality results based on a minimum of 8 hours of monitoring from 8 different locations (5 from Hub Industrial Area and 3 from the main pollution hotspots of Hub District).
- The quality parameters must include (but are not limited to) SO₂, NO₂, PM 2.5 and 10, O₃ and CO, using the WHO updated guidelines/standards as reference limits.
- Representation of data in the form of spatial analysis.
- Graphical representation of the data for each pollutant type.
- Root cause analysis based on the results.
- Recommendations based on the results with practical applicability, covering policy-level decisions, management, technical aspects, etc.

B. Water Quality and Quantity

- Collection of baseline water-related data (primary data) for the Hub District, including the water requirements of the district (residential + commercial) and the amount of wastewater (treated and untreated) on a daily basis (primary data).
- Identification of major available water sources and the percentage of dependency on each source in the Hub District.
- Examination of the water quality of effluent from major drains.
- The quality test must be performed based on 32 parameters of wastewater outlined in the National Environmental Quality Standards.
- The number of samples must be justifiable, covering the entire Hub District for decision-making purposes.
- Representation of the data in a usable manner.
- Recommendations based on the results with practical applicability, covering policy-level decisions, management, technical aspects, etc.

C. Solid Waste Quantification and Categorization

- Collection of baseline solid waste data, including the total amount of waste generated separately from industries, residential areas, and other sources on a daily basis.
- Categorization of the total solid waste into hazardous and non-hazardous.

All the data related to Air, Water and Solid Waste must comprise of the primary data. The information can be gathered with the close coordination of association, chambers, industries and Balochistan Environmental Protection Agency (BEPA)

Final Deliverables:

1. A comprehensive report covering the following components:
 - Objectives and Methodology
 - Baseline data for Air, Water and Solid Waste of Hub District covering all the requirements stated above
 - Pictorial evidence from field visits, interviews, samplings and testing etc.
 - Survey forms
 - Spatial analysis, graphs and tables
 - The best possible solutions, recommendations, and viability of these recommendations, considering applicable environmental laws and obligations for each environmental component (Air, Water and Solid Waste)
2. One draft research paper on the title “Comprehensive Environmental Analysis and Remediation for Hub, Balochistan: Air, Water, and Solid Waste Management” 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:

Month	Comprehensive Baseline Data Collection for Air, Water and Solid Waste
March	Submission of methodology and survey forms including sampling points for air and water
April	Submission of baseline results of Air, Water and Solid Waste
May	submission of inception report covering all the deliverables stated above along with the draft research paper covering all the above requirements
June	Submission of final report and final research paper

6) REQUIREMENTS

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

Minimum requirements

- **Education:** The Firm should have a strong team comprising preferably of Environmental Scientist, Environmental/Chemical Engineer and Civil Engineer with the expertise to fulfill the ToRs. Availability of environmental testing lab is a plus point
- **Experience:** At least 03-05 years of relevant work experience
- **Skills/ language:** Data handling, Survey, data gathering of environmental component, 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)

Cc: Muzzammil Ahmed (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 already developed portals**
- 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.