



Consultancy Ref No: 115/WRAP/NORTH/23-24

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

## **SUBJECT:**

**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 the **Application Form Available Online** or can access through the following Link:

<https://forms.gle/qazomXoWh7FSWcL29>

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## 1) INTRODUCTION & BACKGROUND

Contract type:	Consultancy and Services
Duration of assignment:	39 Days
Type:	Both

### 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, and 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). Arincho Tissar, settled in the breathtaking landscapes of Shigar, having a population of 45 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 water filtration unit is designed to address pressing water quality concerns in Arincho Tissar, 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 units will provide clean water to the community. Construction of the gravel-based water treatment plant in the targeted community of Arincho Tissar Shigar. The Cluster-based water treatment plant will be technically designed with appropriate technology including Up-flow Roughing Filtration (URF) and Slow Sand Filtration (SSF). In URF water turbidity will be minimized to the optimum level by limiting the TSS (Total Suspended Solids) then water will enter SSF where it will be further purified for drinking, 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 concerning 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 the 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 full compliance with 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 cluster.

#### 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.
- 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 the project.

### 9) 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 the **Application Form Available Online** or can access through the following Link:

<https://forms.gle/gazomXoWh7FSWcL29>

#### 2. If Any **Queries** may be sent 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 is mentioned on the website.

3. Any information and responses to inquiries will be made in writing and distributed by email to all proponents. Inquiries 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, 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, and 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, and the total price shall include all costs related to service provision including applicable taxes.

**Note:**

Templates of all Information are provided on the Application form available on the website. Any Additional Information related to the RFP can be attached along with the 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 & GB

**The Payment Term:** shall be defined by the contract to be concluded between WWF -Pakistan and the consultant.

## 9) EVALUATION PROCESS

The applicant's proposal shall be evaluated based on the Quality and Cost Based Selection (QCBS) method. Under QCBS both technical and financial proposals shall be evaluated as per the following criteria against a maximum score of 100 points.

- A) Technical Proposal (70%)
  - Detailed work plan
  - Expression of interest (EOI)
  - Company 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 for respect to the fulfillment of the Project. All documents issued and information given to the BIDDER shall be treated as confidential.

## 11) BUDGET

The total Budget for this activity inclusive of all taxes and Pocket expenses is 350,000 only.