



Consultancy Ref No: 144/ILES/CENTRAL/24-25

RFP FOR CONSULTANCY SERVICES WWF-PAKISTAN

**SUBJECT: Training of Financial Institutions on Structuring Green
Financing Instruments for Textile and Leather Sector**

Application Submission:

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

<https://forms.gle/zMYrbV4pcnKC8qvM7>

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1) INTRODUCTION & BACKGROUND

Contract type: Consultancy and Services
Duration of assignment: June 15th 2024-August 15th 2024
Type: Firm

Background of Project & Assignment:

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+).

WWF-Pakistan intends to hire the "National Institute of Banking and Finance (NIBAF)" under the ILES project. The objective is to build the capacity of Financial Institutions (FIs) to promote green financing specifically in the textile and leather sectors of Pakistan by enabling FIs to structure green financing instruments. This training aims to equip financial institutions with the necessary skill set to develop and roll out green financing schemes for the private sector. NIBAF has been selected as the exclusive provider of training for financial institutions in Pakistan on rolling out green financing instruments for Small and Medium-sized Enterprises (SMEs) due to its unique status as the only training institute of the State Bank of Pakistan. This prestigious affiliation ensures that NIBAF possesses unparalleled expertise and authority in banking and finance education.

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 purpose of this consultancy is to organize two one-day training sessions (in Lahore and Karachi) aimed at building capacity among financial institutions (Both Public & Private Sector) for implementing green financing mechanisms in line with sustainable development goals. The ultimate goal is for financial institutions to become capable of rolling out green financing schemes based on this training.

b. Specific Tasks:

The scope of this project involves the training on green financing, focusing on:

- Structuring and managing green financing instruments.
- Promoting transparency and accountability in green lending practices.

4) Deliverables

- Arrange two one-day training sessions, in Lahore and Karachi, aimed at building capacity among financial institutions for structuring green financing mechanisms for the private sector in line with sustainable development goals.
- Each session should have a maximum of 15 participants from 10 FIs. The target audience should preferably be middle management from risk assessment department and green banking segment who possess prior knowledge of Green Banking Guidelines and SBP ESRM guidelines.
- Develop an in-person training module/curriculum that is not limited to the topics of structuring of green financing instruments, an overview of Textile/leather Sector, Green Banking Guidelines (GBGs), Green investments, Challenges in facilitating green finance for (textile and leather) SMEs, Green investment Tools and Modern Green Financing Model etc.
- Provide insights into banking regulations, State Bank of Pakistan (SBP) guidelines, and international standards governing green finance for structuring green financing instruments.
- Identify and engage trainers with expertise in banking, finance, risk management, and regulatory compliance.
- Ensure trainers are well-versed in green finance principles and practices and have knowledge of Leather and Textile Sector SMEs
- Arrange the venue for training sessions, ensuring it is equipped with necessary facilities and conducive for learning.
- Manage logistics related to the training session, including audiovisual equipment, seating arrangements, and refreshments.
- Develop and distribute training materials and handouts to participants.
- Invite participants from relevant banks, development finance institutions (DFIs), and microfinance institutions (MFIs).

5) REQUIREMENTS

WWF-Pakistan intends to hire NIBAF who is a subsidiary of the central bank of the country, State Bank of Pakistan. NIBAF is a leading institute for the training of central and commercial bankers, micro and rural finance providers and management professionals of the country. It has extensive capabilities and expertise to design, develop, deliver and manage different types of trainings programs, workshops and seminars in subjects relevant to Economics, Banking, Finance and Management. NIBAF is well recognized for conducting both local and international training programs and information dissemination activities such as conferences, seminars, and workshops. Since its inception, NIBAF has played a pioneering in catering to the training needs of the central bank of country, its subsidiaries as well as local banking & financial industry. It is the institute of choice for the banking professionals who are interested in enhancing their knowledge and skills in the modern banking concepts and practices including specialized disciplines like Islamic Finance, SME, Housing, Micro & Agri Finance etc.

NIBAF must:

- Identify and align with the core values of the WWF organization: Courage, Collaboration, Respect & Integrity;
- Demonstrate WWF behaviors in way of working: Strive for Impact, Listen Deeply, Collaborate Openly, Innovate Fearlessly;
- Adhere to WWF's brand characteristics, which are: Knowledgeable, Optimistic, Determined and Engaging.

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/zMYrbV4pcnKC8qvM7>

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.

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 3,139,487/-**

A draft version of the modules/curriculum will be submitted to WWF-Pakistan before the delivery of the training that include but is not limited to the topics of