



Consultancy Ref No: 145/WRAP/NORTH/24-25

RFP FOR CONSULTANCY SERVICES WWF-PAKISTAN

**SUBJECT: Training of Farmers of District Mansehra, Haripur,
Kohistan and Abbottabad on Better Management Practices in
Agriculture**

Application Submission:

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

Link: <https://forms.gle/h87xxj1Xb56j4ENZ7>

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1) INTRODUCTION & BACKGROUND

Contract type: Consultancy and Services
Duration of assignment: 10/6/2024 – 30/07/2024
Type: Individual

Background of Project & Assignment:

WWF-Pakistan with the financial support of FCDO, implementing a project titled, “Scaling up nature-based solutions for improving integrated water resources management and enhanced Water security in Pakistan”. The project aims to pilot Nature-based Solutions (NBS) at selected locations in the districts of Khyber Pakhtunkhwa including Abbottabad, Haripur, Mansehra, and Kohistan, similarly in several districts of Gilgit-Baltistan in partnership with relevant stakeholders. Water management for improving the health of natural ecosystems, better water resource management, and livelihood improvement will be outcomes of the project interventions.

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/consultant 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/consultants of the discussions, clarifications, or other information provided by a BIDDER/consultant. 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/Consultant 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:

This assignment aims to provide training to local farmers on Better Management Practices in agriculture. In these districts, the major crops are a variety of seasonal vegetables, fruit orchards, wheat, maize, barley, pulses, mustard, sugarcane in the case of Haripur, rice in the case of Mansehra, and kidney bean in the case of Kohistan, while the rest are common in all the districts. The duration of the training will be three days including a field visit to a nearby seasonal crop field.

4) Deliverables

- An introductory meeting will be conducted immediately upon the signing of the agreement to discuss the assignment in detail and lock in the training dates and venue;
- 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 “common challenges for farmers; From where to buy Seed; Seedbed preparation; Laser land for efficient use of irrigation water and high-efficiency irrigation system; Zero tillage practices for sowing in case more moisture available in the soil; Deep tillage to break hard pan and use chisel, mouldboard plough, etc; Seed rate; Seed treatment; Planting time; Various methods of Planting techniques like broadcast sowing, line sowing, ridge sowing, raised-bed sowing; Seed placement; Plant to plant and row to row spacing; Maintenance of plant population per are (unit area) and proper thinning; Soil Testing laboratory bases; Soil testing manually; Soil fertility management; Standard doses of Fertilizers, time and application techniques (Split Doses application timing); Time of application and doses of farm yard manure (Compost Manure) to improve soil texture and structure; Manual soil testing; Micro-nutrients requirements and application techniques; Integrated weed management through biological method; Integrated pest management –through biological method; EM technology; Water Quality; How to maximize Water-use efficiency; Irrigation methods & critical timing of moisture availability; Irrigation water saving and Water Harvesting Techniques; Crop Rotation; Intercropping, relay cropping, double cropping for efficient utilization of resources; Inclusion of soil building crops for soil improvement; Beneficial and non-beneficial insect; Crop maturity; Harvesting; Post-harvest losses and management of harvest losses; Post-harvest practices; Storage; Kitchen gardening; Less water intensive crops; Marketing and enhancing the sales of agriculture products; Creation of marketing linkages; Climate-smart agriculture practices; Reasons of low yield; Techniques of climate-smart agriculture practices; Seed production at community level/farmers level; Quality of seeds; How to maintain the quality of Seed by farmers.
- The consultant will be responsible for conducting three days long theoretical and practical training for 25-30 farmers on Best Management Practices for the farmers of districts Mansehra, Kohistan, Haripur, and Abbottabad at any one decided place and provide external training materials, among these, PowerPoint presentations, workshop exercises, tools/resources, and handouts for the training attendees;
- The consultant will also provide technical assistance and support to the farmers to ensure that they can apply the knowledge and skills acquired during the training.
- Develop and deliver a final report on the training.

5) PROJECT/ASSIGNMENT TIMELINES

The duration for this assignment is 50 days that is from 10th June to 30th July 2024.

6) REQUIREMENTS

a. Qualification

The applicant/consultant has a professional Master's degree in Agriculture (preferably in Production Science).

b. Eligibility

The applicant/consultant should be knowledgeable about every field of production agriculture and have significant knowledge about Integrated Pest Management, all the Agriculture Better Management Practices, Land preparation, biological methods of pest and herb control, etc. The applicant should have better experience in farmer's capacity building programs and have a better understanding of the challenges, variety of crops, and conventional agriculture practices.

c. Experience

The applicant/consultant should have a total experience of over 05 years in agriculture training and capacity building.

7) CORRESPONDENCE & SUBMISSION OF PROPOSAL

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

Link: <https://forms.gle/h87xxj1Xb56j4ENZ7>

1. Interested consultants should submit the Proposal and can send their Queries through Email by attention to the Following:

To: Faiza khan (fakhan@wwf.org.pk)

Cc: Muzzammil Ahmed (mahmed@wwf.org.pk)

2. The RFP submission deadline is 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/RFP 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.

9) 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.

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%)

- 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

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.

12) BUDGET

The total Budget for this activity inclusive of all taxes and Out of Pocket expenses is: 600,000/- PKR