



Consultancy Ref No: 151/ILES/CENTRAL/24-25

RFP FOR CONSULTANCY SERVICES WWF-PAKISTAN

SUBJECT:

Exposure Visit “Best Practices in the Textile Sector of Germany”

Application Submission:

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

<https://forms.gle/PULDnHoHLvfhAxcG7>

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1) INTRODUCTION & BACKGROUND

Contract type: Consultancy and Services
Duration of assignment: August 26th 2024-August 30th 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+). Under the project, an exposure visit is being organized for ILES stakeholders to observe best practices in the textile sector of Germany. For this, WWF-Pakistan intends to hire the "TUD Dresden University of Technology" to organize and coordinate meetings and site visits with public and private sector stakeholders who are leaders in the textile sector, sustainable development or green productivity in Germany.

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 visit is to expose key Pakistani stakeholders to the best practices in the textile sector of Germany and to facilitate an exchange between the delegation members, their institutions, and various German ministries, regulators, industry practitioners, renowned research institutions, and service providers in the field of international cooperation for sustainable development.

b. Specific Tasks:

The scope of this consultancy involves organizing and coordinating meetings and site visits with public and private sector stakeholders who are leaders in the textile sector, sustainable development or green productivity in Germany for the duration of 26-30 August, 2024.

4) Deliverables

- For the duration of 26-30 August 2024, organize and coordinate meetings and site visits with public and private sector stakeholders who are leaders in the textile sector, sustainable development or green productivity in Germany.
- Site Visits: Participants will visit textile manufacturing facilities, recycling centers, and innovative enterprises that have successfully adopted sustainable and circular practices in Germany. These visits will provide real-life examples and practical insights into the implementation of sustainability initiatives in the textile sector.
- Workshops and Presentations: Expert-led workshops and presentations will be conducted to provide participants with in-depth knowledge and understanding of sustainability and circularity in the textile industry. These sessions will cover topics such as sustainable materials, recycling technologies, circular design, and closed-loop manufacturing. Interactive discussions and Q&A sessions will encourage active participation and knowledge exchange.
- Interactive Discussions: Participants will engage in facilitated interactive discussions and group activities to share experiences, challenges, and best practices. These discussions will enable participants to learn from each other's experiences and perspectives, fostering collaboration and generating innovative ideas for sustainable and circular textile practices in Pakistan.
- Policy Engagement: The study mission will include engagements with policymakers, industry experts, and relevant stakeholders of Germany. These interactions will provide participants with insights into the policy landscape and opportunities for collaboration. This will enable participants to contribute their perspectives and input into the development of effective policies and strategies for the textile sector in Pakistan

5) REQUIREMENTS

WWF-Pakistan intends to hire TUD Dresden for this assignment. The Centre for International Postgraduate Studies of Environmental Management (CIPSEM) is a renowned training facility within the Faculty of Environmental Sciences at TUD Dresden University of Technology. It has almost 50 years of experience conducting specialized training in environmental sustainability and climate change for experts and decision-makers from the Global South.

TUD Dresden 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/PULDnHoHLVfhAxcG7>

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 **EUR 12,494/-**

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