



Consultancy Ref No: 156/WRAP/NORTH/24-25

RFP FOR CONSULTANCY SERVICES WWF- PAKISTAN

SUBJECT:

DEVELOPING OF VALUE FOR MONEY (VFM) SOFTWARE
AND SOFTWARE MANUAL FOR WRAP PROJECT

Application Submission:

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

Link: <https://forms.gle/4Cjq3i2rtEj7XF6e6>

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1) INTRODUCTION & BACKGROUND

Contract type: Consultancy and Services
Duration of assignment: 10/7/2024 – 30/09/2024
Type: Individual/Firm

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.

One of the essential metrics in project Management is Value for Money (VfM), ensuring that resources are utilized to their fullest potential. The VfM framework assesses projects based on principles of economy, efficiency, effectiveness, and equity, providing a systematic approach to evaluating costs and benefits. All FCDO funding projects must ensure the value of money through the VfM framework of assessment.

Some of critical considerations for VFM include:

- **Data Requirements:** The VfM assessment necessitates access to data pertaining to the program’s costs, benefits or value, and the price of desired outcomes.
- **Benchmarking:** To facilitate comparisons, the use of appropriate benchmarks is indispensable. Obtaining data and information on outcomes may pose challenges, particularly if they are novel and lack comparator references.
- **Data Analysis Competency:** Prospective VfM assessment demands the manipulation of both historical and projected data, which necessitates a certain level of data analysis proficiency. In scenarios where data remains unquantifiable (e.g., outcomes) or lacks comparability (e.g., 'complex products' with multiple stakeholders and goals), qualitative assessments might be required. Nevertheless, a mixed-method approach combining qualitative and quantitative methodologies yields more robust results, bridging data gaps, cross-verifying findings, and enhancing the credibility of informed judgments.
- **Handling Uncertainty:** Generating prospective estimates for outcomes and impacts is particularly challenging in situations marked by uncertainty, such as fragile environments prone to unexpected events.

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:

The objective of this consultancy is the development of a web-based portal/software capable of conducting automated VfM assessments, and facilitating objective and consistent project evaluations, as discussed above to support the project in better coordination and implementation.

4) Deliverables

- Develop the program/modules that can automatically assess the value for money of WRAP project in align with the requirements of FCDO.
- Integrating the VfM framework into an automated, web-based assessment tool.
- Data collection from various sources and its automatic integration with the backend of the portal in almost real-time.
- Designing a scalable and secure web application using latest framework
- Incorporating complex functionalities such as multi-criteria decision analysis (MCDA), risk assessment modules, and scenario simulation capabilities.
- Work closely with the Senior Manager Economist ,Project Opeartion Team and other relevant partners to ensure consistency of data collection, compile and archive analyses and reporting of various primary and secondary data from various sources.
- Training to be conducted for the capacity building of users of the dashboard.
- Prepare the MIS operational manual to be friendly user
- Maintenance support during the first year

5) PROJECT/ASSIGNMENT TIMELINES

The duration for this assignment is 99 days, from 24 June to 30th September 2024.

6) REQUIREMENTS

a) **Technical Specifications** The web portal should be developed using Java, .NET, Python, SQL VS Code or VB.NET, with a backend database like PostgreSQL, MySQL, or SQL Server, and SAP Crystal Reports for report creation to ensure high performance and optimization. The following conditions apply:

- The application must support server-side rendering and static generation for optimal performance.
- The application should be optimized for search engines.
- The portal should be compatible with modern web browsers and responsive to different screen sizes.
- Advanced data visualization tools like Recharts or Power BI must be integrated to represent assessment results effectively.

b) **Complex Requirements** The portal must meet the following complex requirements:

- The VFM software has capabilities in the future to be used in WWF national offices/projects, with necessary modifications made to the module depending on the objectives of each office/project.
- A robust user authentication and authorization system ensuring data security.
- An interactive dashboard with real-time data analytics and reporting features.
- Automated data import/export capabilities with support for various file formats.
- Customizable assessment criteria and weightings to adapt to different project types.
- Conceptual VFM skills and analysis will be advantages of Firms/individual

- Successfully implement the VFM modules and connecting all modules;
- The details of each module are (Summary, introduction, Data Checklist, Quantitative Calculator, Qualitative Assessment, Economy Calculation, Cost & benefit Summary, Supplementary Calculation, Cost of Intervention Summary, Program Cost Calculation, Cost Benefit Analysis, Flood Damage Cost, Flood Damage Factor, Assume Benefit and Economic data etc)

c) Qualifications/Experience

- Consultant/individual have Proficiency in programming languages and frameworks relevant to software development (e.g., Java, .NET, Python, SQL, etc.)
- proven experience of software development or web designing
- Practical experience of developing one software of similar nature for international development projects and organizations.
- Experience with system integration and data migration.

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/4Cjq3i2rtEj7XF6e6>

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. Inquiries 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 available budget for this assignment Inclusive of Taxes and Out of Pocket Expenses is Pak Rs 2,000,000/-