Ref:21/FW/South/24-25

RFP for Consultancy Services-WWF Pakistan

Subject:

Hydrological Study for AWS Standard's Implementation in Cotton Farms Area – District Rahim Yar Khan

HIRING OF CONSULTANT

WWF-Pakistan is looking for qualified and experienced consultants for the purpose of the project titled **"Hydrological Study for AWS Standard's Implementation in Cotton Farms Area – District Rahim Yar Khan".** Interested consultants who meet the eligibility criteria are encouraged to review the detailed Terms of Reference (TORs) available on the WWF-Pakistan website: https://wwf.org.pk/consultancy/

To address any queries, please contact us at **mahmed@wwf.org.pk**.

The deadline for submission is **30th October 2024** at **17:00** hours.

Sealed Technical and Financial Proposal shall be submitted by mentioning Title on Envelope on below Address

Manager Procurement & Consultancies
WWF-Pakistan Head Office, Inside Ali Institute
Ferozepur Road Lahore

CONTENT

1) INTRODUCTION & BACKGROUND

Contract type: Consultancy and Services
Duration of assignment: 4 months, Days starting from 01st Nov 2024 till 28th Feb 2025

Artistic Milliners in partnership with WWF Pakistan, has initiated the implementation of the Alliance for Water Stewardship (AWS) standard in the agricultural farms in District Rahim Yar khan in the geography of ongoing Milliner Cotton Initiative (MCI) project. The project involves close coordination & consultation with the communities, farmers and key stakeholders to demonstrate water stewardship practices across the MCI farmer lands and the associated catchment area. The overarching goal of the project is to identify and address shared water challenges and undertake best possible solutions to address the physical, reputational and regulatory risks associated with water and wastewater in the cotton farms. This will strengthen the ongoing sustainability initiatives of Artistic Milliners in the cotton value chain down to the farm level.

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 (Annex 2) contained in the RFP, 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 OF CONSULTANCY

The purpose of this consultancy is to conduct a Hydrological Assessment of the MCI Project's area (District Rahim Yar Khan; Tehsil Khanpur, Sadiqabad & Rahim Yar Khan). The study will be carried out as per the requirement of the Alliance for Water Stewardship (AWS) standard covering majorly the AWS clauses 1.5.3 (Catchment Water Balance), 1.5.4 (Catchment Water Quality), 1.5.5 (identification of IWRA), 1.5.6 (existing and planned water related infrastructure) & 1.5.7 (adequacy of WASH services in catchment). This assessment is part of the overall AWS Standard implementation journey and will help the site to understand the current water

situation including quantity, quality, accessibility & adequacy area around the farmland. This study is aimed at the assessment to delineate the catchment of the site considering the upstream and downstream impacts, determine flow patterns, calculate catchment water balance using hydrologic simulation models, identification of Important water related areas (IWRA) in the catchment.

4) TASKS AND DELIVERABLES

The consultant(s) is expected to perform the following tasks and submit the following deliverables as per the timeline:

Tasks:

Identify Catchment (Surface water and Groundwater):

- Identify and cartographically represent water catchment of the MCI Project using the guidelines of the AWS standard V 2.0 mentioned in the guidance document in the special subject section on Catchments & identify the ultimate receiving water body

Topography, Drainage, Physiography, Geology and Soil Data:

- Conduct an in-depth analysis of the catchment's topography through the available data, utilizing precise maps and elevation data to identify prominent landforms and thoroughly assess slope characteristics.
- Employ geological maps to delineate rock types, formations, and structures. Conduct a soil survey to identify soil types, permeability, and pertinent soil characteristics.

Community/Stakeholder/Private Well Survey:

- Conduct a comprehensive survey of community, stakeholder, and private wells, documenting well locations, depths, and water usage patterns to gain a holistic understanding of local water needs.

Aquifer Properties, Groundwater Levels, Groundwater Flow Direction:

- Collect and analyze available secondary data to discern aquifer properties and evaluate groundwater levels. Determine the direction of groundwater flow within the catchment. Utilize historical data to identify patterns, stresses and potential correlations with influencing factors.

Rainfall Data Gathering and its Analysis:

- Collect historical rainfall data for the catchments & analyze precipitation patterns, intensity, and temporal distribution.

Existing and Planned Water-related infrastructure:

- Collect data (condition & exposure to extreme events) and summarize the status of existing infrastructure related to water and wastewater in the catchment
- Gather data about any planned water related infrastructure through consultation with public sector agencies and share findings

Catchment Water Balance:

- Carry out hydrological modeling to quantify water inputs and outputs of surface and groundwater aquifers. Determine the catchment water balance of the MCI project's geography area in District Rahim Yar Khan

Important Water Related Areas (IWRA)

- Identify IWRAs in the catchment
- Assess the status of the IWRAs, utilizing the guideline mentioned in the AWS Standard V 2.0 guidance document
- Present a summary of all key IWRAs in the catchment
- Identify the environmental, cultural and social significance of the key IWRA

Shared Water Challenges & Opportunities:

- Identify shared water challenges and opportunities, fostering a comprehensive understanding of common issues affecting water resources

Risk Assessment:

- Conduct a thorough risk assessment, involving relevant stakeholders of the catchments and subject matter experts
- Identify risks based on severity, likelihood, and potential impact on the site and from site to the other stakeholders

Deliverables:

A detailed report covering the following aspects (but not limited to):

1. Detailed assessment of water resources (ground and surface water), quality, quantity and availability including variance in high and low flow season
2. Catchment Water Balance using hydrologic simulation models
3. Quantify the catchment water balance, and assess water scarcity, providing insights into annual and seasonal variations.
4. Identify and quantify the water quality in the catchment (through secondary data), encompassing physical, chemical, and biological aspects. Identify key water-related challenges that pose threats to good water quality for both people and the environment, highlighting annual and seasonal variations
5. Identify and map Important Water-Related Areas, assessing their status, including potential threats to both people and the natural environment. Utilize scientific data and engage stakeholders to comprehensively evaluate the conditions of these areas.
6. State of water related infrastructure in the catchment
7. Risks faced by the site and risk from the site to the stakeholder
8. Shared water challenges in the catchment and water-related opportunities

5) PROJECT/ ASSIGNMENT TIMELINE

Duration of assignment: 4 months, starting from 01st Nov 2024 till 28th Feb 2025

6) REQUIREMENTS

The interested consultant(s) should meet the following criteria:

Minimum requirements

- **Education:** The consultant firm should have the following experts:
    1. Hydrologist/Water Management Specialist & should have a PhD or Master's degree in Water Resources Engineering/Civil Engineering and any other relevant degree. At least 05 years' experience in conducting hydrological assessment & Catchment studies using distributed hydrologic simulation model
    2. Climate Change Specialist: PhD/Master's Degree in Climate Change, Agriculture Engineering or any other related degree with at least 5 years' experience
    3. Agronomist: PhD/Masters Degree in agronomy or any other related degree with at least 5 years' experience for the designing and assessment of cotton crop command area development
- **Skills:** GIS, Data analysis and interpretation, report writing and surveying skills in the agricultural areas

7) CORRESPONDENCE & SUBMISSION OF PROPOSAL

1. Interested consultants should submit the technical and financial Proposal to

The deadline for submission is **30th October 2024** at **17:00** hours.

Sealed Technical and Financial Proposal shall be submitted by mentioning Title on Envelope on below Address

Manager Procurement & Consultancies
WWF-Pakistan Head Office, Inside Ali Institute
Ferozepur Road Lahore

For any Queries only please contact on following emails:

To: Faiza khan (fkhan@wwf.org.pk)
Cc: Muzzammil Ahmed (mahmed@wwf.org.pk)

2. The proposal submission deadline is mentioned on WWF-Website.
3. Any information and responses to inquiries 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 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, experience and CV.
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 of consultancy service-** Description of scope and working process, stages, deliverables, exclusions, conditions, methodology
4) **Provide list of already developed portals**
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 must be exclusive of all types of 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 must be inclusive of all types of applicable taxes.

The prices will include all the Travel, Boarding & Lodging and other expenses

The payment terms shall be defined through the contract to be signed 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%
b) Financial Proposal 30%

The following criteria shall be used as a basis for evaluation of technical proposals:

Qualifications (maximum 30 points)

- Experience relevant to the assignment (maximum 30 points)
- Adequacy of the proposed methodology and work plan (maximum 20 points)
- Skills & Competencies for the assignment (maximum 10 points)

- Prior experience with WWF-Pakistan (maximum 10 points)

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.