



Consultancy Ref No: 40/F&M/South/24-25

RFP for Consultancy Services-WWF Pakistan

Subject:

“Ecological Assessment of Agrobiodiversity in Cotton Landscape”

Application Submission:

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

<https://forms.gle/zGq2gRUHyuFRCxhM9>

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1) INTRODUCTION & BACKGROUND

Contract type:	Consultancy and
Services	Duration of assignment: 6 Months
Type:	Firm/Individual

A landscape approach to integrate plants in farming system provides multiple environmental services through decrease environmental pollution, global warming, biodiversity conservation and also meet peoples short and long-term needs. Agroforestry is a viable option in countries like Pakistan that has a narrow forest resource base extending over only about 4.8% (4.59% excluding farmland plantations) of its area, which is insufficient to provide ecological and environmental services to mitigate climate impacts. Agroforestry, Biodiversity Conservation (ABC) project of WWF-Pakistan harnesses the effectiveness of agricultural system through conservation of natural resources such as soil, nutrients, water and biodiversity along with livelihood improvement of farming families to generate additional income from trees. Integration of trees in agroecosystem has no or little effect on traditional crops while it provides multiple ecological and environmental services like conservation of biodiversity, carbon sequestration along with fulfilling wood requirements of the country. It also preserves soil cover from erosion and increases soil fertility. Under ABC project at least 750,000 trees will be integrated in cotton cropping system on low valued agricultural land in block planation and also along the boundaries of farm lands to enhance green infrastructure on cotton farms that will serve as carbon sinking pockets for sustainability of agrobiodiversity in cotton landscape.

Conservation of agrobiodiversity is an integral part of project because biodiversity and farming are interdependent, it performs ecosystem services such as maintenance of soil fertility, biota and pollination which are essential for crop production and genetic diversity. Therefore, agrobiodiversity encompasses socio-cultural, economic and environmental elements to constantly respond to changing climate. Cotton production uses agricultural chemicals therefore biodiversity conservation in the cotton landscape is crucial. Landscape approach will help to better understand and manage biodiversity at three levels i.e., soil, crop and farm or community level. The project helps cotton growers to recognize the value of biodiversity in agroecosystem and take actions that maximize positive, and minimize the negative impacts of farming practices.

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

➤ **The mandate of the task is to;**

(a) Develop a framework for community-based agrobiodiversity conservation and sustainable use of natural resources in cotton landscape and

(b) Mainstreaming sustainable approach through integration of agrobiodiversity conservation efforts across regional and national levels.

➤ **Geographic Scope of Ecological Surveys**

- Multan, Khanewal and Bahawalpur districts of Punjab province
- Sukkur and Ghotki districts of Sindh province

➤ **Target Groups:**

- Farming communities in cotton landscape
- General public in rural and peri-urban areas
- Relevant Government departments, Ministries, national and international NGOs, community-based organizations etc.
- Research and academic institutions

➤ **Scope of Work:**

The consultants/consultancy firm will map agrobiodiversity at three levels,

1. Soil, which hosts an enormous diversity and quantity of soil organisms above and below ground. The study will preferably focus on above ground organisms visible through naked eye.
2. Crop, to map landscape level crop diversification and identification of indicator species that are essential for ecosystem service and crop health in cotton ecosystem.
3. Off-farm/community level, a detailed socioeconomic and ecological appraisal of agrobiodiversity at Off-farm/community level

➤ **Specific Tasks:**

1. Develop and share localized feasible approaches, methods and models for assessing biodiversity in cotton landscape, and determine issues that affect the conservation of biodiversity in agriculture.
2. Conduct study in designated project areas i.e., Multan, Khanewal, Bahawalpur and Sukkur to assess biodiversity resources and values in cotton landscape at three levels i.e., soil, crop and off-farm or community level.
3. Assess the biodiversity status in cotton landscape along with assembling and synthesizing local indigenous knowledge. Also investigate motivators e.g., human activities including social, legal, economic or political that could have an impact on the drivers of agrobiodiversity changes.
4. Identify potential threats of agrobiodiversity in cotton landscape and suggest feasible measures to address these.
5. Investigate and describe how agrobiodiversity contributes to socio-economic sustainability of agriculture at the community and ecosystem level. And identify major factors that have negative impact on biodiversity and resilience of the ecosystem services it provides.
6. Identify focal species of the areas, their habitat, how much they exist and their linkages with agricultural system and drivers affecting them (at least 20 species in total). Also develop criteria for determination of focal species.
7. Prepare digital focal species field guide (both in English and Urdu) to easily recognize, distinguish and detect these species. The focal species should be familiar and relevant to community and particular conservation concern of cotton landscape. And prepare biodiversity indicator checklist.
8. Develop maps both on and off-farm, to mark the locations of natural resources and the species habitat that could support to make informed decisions about sustaining agrobiodiversity in cotton landscape. Digital maps should have accurate coordinates and attributes information.
9. Determine the factors that increase agrobiodiversity in cotton landscape and anticipate the impacts of social and environmental changes.
10. Devise a package of sustainable farming practices that utilize and conserve biodiversity to improve sustainability of agroecosystem.
11. Develop monitoring tools using ecological, anthropological and economic criteria to assess improvement in agrobiodiversity targets, considering outcomes of current study/consultancy as a baseline figure.
12. Develop a comprehensive agrobiodiversity management plan for cotton landscape to address trade-offs between agricultural production, biodiversity conservation, ecosystem services and human well-being.
13. Prepare and share a policy brief based on outcome of current study to use this information for relevant policy makers at provincial and national level.

14. Conduct a national level workshop to share outcomes of agrobiodiversity study. The consultants/consultant firm will ensure all related arrangement of event e.g., agenda, list of relevant stakeholders and their participation, introductory brief, event report etc. While event expenses will be borne by WWF-Pakistan in accordance with financial policy of organization.
15. The consultants/consultancy firm will prepare and share scientific paper based on findings of agrobiodiversity study to increase dissemination of knowledge among variety of stakeholder groups.
16. The consultants/consultancy firm will share all relevant data both primary and secondary acquired for consultancy with WWF-Pakistan.
17. No additional or accidental cost will be borne by WWF-Pakistan.
18. WWF-Pakistan reserves all the rights of authorship related to content publishing, use of consultancy data, reports, documents etc.
19. WWF-Pakistan reserves the right to vary, amend, remove or add terms of reference if and when required.
20. The consultants/consultancy firm will keep close contact with project team while making visits in project areas and will share field plan well in time.

4) DELIVERABLES

Following is list of specific tasks:

- Share the technical and financial proposal, keeping in view the requirements specified above. The proposal needs to be submitted in English language.
- Methodology for assessing agrobiodiversity in cotton landscape
- Digital focal species field guide
- Maps showing species habitats and location of natural resources
- Package of sustainable farming practices that support agrobiodiversity conservation
- Monitoring tools to assess agrobiodiversity improvement
- Agrobiodiversity management plan
- Comprehensive report of consultancy
- Policy-brief based on outcomes of consultancy
- Scientific paper based on findings of consultancy
- Organize national level workshop

5) PROJECT/ ASSIGNMENT TIMELINE

The consultants/consultancy firm will complete consultancy till May 2025 as per following outline and process

Sr. #	Deliverable/outputs	Timeline
1	Methodology for assessing agrobiodiversity in cotton landscape	November 2024
2	Digital focal species field guide, Maps showing species habitats and location of natural resources	March 2025
3	Package of sustainable farming practices, Monitoring tools to assess agrobiodiversity improvement, Agrobiodiversity management plan	April 2025
4	Comprehensive report of consultancy, Policy-brief based on outcomes of consultancy, Scientific paper based on findings of consultancy	May 2025
5	Organize national level workshop	May 2025

6) REQUIREMENTS

The consultants/consultancy firm is expected to demonstrate possession of following;

- Relevant expertise in conducting agrobiodiversity/biodiversity studies in agriculture or any related disciplines
- A minimum of 5 years' experience of conducting similar assignments
- A thorough understanding and appreciation of agrobiodiversity in cotton landscape and specific challenges

- Capacity and ability to conduct participative engagement with diverse stakeholders

Conditions:

- WWF-Pakistan reserves the right to accept any proposal or reject all proposals.
- Only shortlisted consultants will be contacted for further consideration.

7) 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/zGq2gRUHyuFRCxhM9>

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.

8) FORMAT OF THE PROPOSAL

The BID submitted by the participant must be structured as per the below provided instructions:

- a. **Application Form available at WWF-Website** - General information about the Bidder, covering, qualification and experience, CV.

b. Experience:

i. **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.

- c. **Proposal outlining scope consultancy service-** Description of scope and working process, stages, deliverables, exclusions, conditions;

d. **Provide template of already complete similar type of reports-** the WWF-PAKISTAN may request additionally;

e. **Service Provision Timeline** – Provide Detailed Work Plan as per Deliverable and TORs.

f. **Financial Proposal-** the prices shall be provided in Pak Rs, the total price shall include all costs related to service provision including applicable taxes. The boarding and lodging (travel, accommodation and food etc) will be provided by WWF-Pakistan.

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

- g. 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.

- h. 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 Punjab, Sindh.

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 work plan
- Expression of interest (EOI)
- Consultant's Profile
- Detailed methodology

B) Financial Proposal (30%)

- Detailed financial proposal which should be inclusive of all applicable taxes. The financial proposal should follow a breakdown structure i.e., specifying cost(s) to each head and subhead
- Consultant's registration certificate
- NTN detail(s)

Note: Late/ incomplete submissions will not be accepted. Only three (03) top-ranked Consultants 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 Ceiling

Maximum Budget ceiling for this activity is PKR 3 million /- inclusive of all taxes and out of Pocket Expenses.