



Consultancy Ref No: 55/WRAP/North/24-25

RFP FOR CONSULTANCY SERVICES

WWF-PAKISTAN

SUBJECT: Enhancing Water Productivity and Sustainable On-Farm Management for Crops, Vegetables, and Orchards

Application Submission:

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

<https://forms.gle/zGq2gRUHyuFRCxhM9>

CONTENT

1) Introduction & Background 2

2) General Conditions 2

3) Purpose of Consultancy 2

4) Deliverables 3

5) Project/Assignment Timelines 3

6) Requirements 3

7) Correspondence and Submission of Proposal 4

8) Format of Proposal 4

9) Financial Proposal 4

10) Evaluation Process 5

11) Documentation and Confidentiality 5

1) INTRODUCTION & BACKGROUND

Contract type:	Consultancy and Services
Duration of assignment:	01/01/2025 – 28/02/2025
Type:	Firm/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 Gilgit-Baltistan and Khyber Pakhtunkhwa 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 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:

- Equip farmers in the Hazara Division with practical knowledge and skills to improve water productivity for fruit orchards.
- Train local communities on best on-farm water management practices for crops, vegetables, and orchards to enhance agricultural yield and sustainability.

b. Scope of the Consultancy:

- Develop a comprehensive training module covering water productivity for fruit orchards and best on-farm water management practices.
- Customize training materials to address the unique needs of rain-fed, mountainous agricultural areas.
- The training will separately be conducted in Haripur, Abbottabad, Mansehra, and Kolai Palas districts.
- Support in demonstrations of water-efficient systems such as drip irrigation, rain guns, and rainwater harvesting techniques (e.g., small storage ponds, contour trenches).
- Provide hands-on training including but not limited to soil preparation and water conservation methods, including mulching, contour planting, green manuring, and organic matter application, etc. in four project districts.
- Develop and implement pre and post-training assessment tools to understand the effectiveness of the training.
- Train farmers in sustainable orchard management practices, such as layouts, spacing, aspects, pruning, and applying organic amendments to improve tree health and water use efficiency.
- Highlight the economic and environmental benefits of improved water management practices.
- Facilitate interactive sessions to address farmers' questions and challenges in adopting new techniques.
- Foster peer-to-peer learning among participants to enhance knowledge sharing within the community.
- Develop and design a few pager manuals/guidelines for the trainers and submit it in soft.
- Submit a combine training report.

4) Deliverables

The consultant is expected to deliver the following:

- A detailed training plan and schedule approved by the project team.
- Training modules, handouts, well design manual/guidelines, and visual aids tailored for the target audience.
- Successful delivery of training sessions in all four districts, with participant attendance and feedback recorded.
- At least one demonstration plot established in each district showcasing water productivity and conservation techniques.
- A comprehensive final report summarizing training activities, outcomes, and recommendations for scaling the initiative.
- Submit the training report.

5) REQUIREMENTS

a. Qualification

- A Master's degree in Agricultural Sciences, Water Resource Management, or a related field.
- Proven expertise in implementing water-efficient systems and techniques such as drip irrigation, rainwater harvesting, and soil conservation.
- Strong communication and facilitation skills, with experience in engaging rural communities.
- Familiarity with the socio-economic and environmental conditions of the Hazara Division.
- Fluency in Urdu and Pashto (preferred), with a good command of English.

b. Experience

- At least 5 years of experience in agricultural training and extension, focusing on water management and productivity.
- Experience in working with international donors especially FCDO would be an advantage.

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/zGq2gRUHyuFRCxhM9>

- 2) 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)
- 3) The RFP submission deadline mentioned on WWF-Website.
- 4) 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 are: 500,000/- PKR