



Consultancy Ref No: 80/TBTTAP/North/24-25

RFP FOR CONSULTANCY SERVICES WWF-PAKISTAN

SUBJECT:

**Special Study “Livelihood Improvement” in 3rd Party
Monitoring and Evaluation of TBTP**

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

<https://forms.gle/HD8x6J1EoQUyByXx6>

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1) INTRODUCTION & BACKGROUND

Contract type: Consultancy and Services
Duration of assignment: _____ 3 Months _____
Type: _____ Individual _____

Background of Project & Assignment:

The Ministry of Climate Change (MoCC), Government of Pakistan, is implementing the umbrella project known as Upscaling Green Pakistan Program (UGPP) commonly called Ten Billion Tree Tsunami Program (TBTP). This program, with cost of PKR 125.2 billion, is being executed nationwide across all federating units and special areas. The primary objective is to enhance environmental resilience by integrating climate change adaptation and mitigation through afforestation, biodiversity conservation, and improving livelihoods while addressing disaster-induced risks and rural poverty. Initially conceived as a four-year initiative (2019-2023), the program has been extended cost-neutrally until June 2025. The TBTP also supports Pakistan's commitments to the United Nations Sustainable Development Goals (SDGs) and contributes to mitigating climate change impacts. To ensure the program's effectiveness, a monitoring consortium comprising the International Union for Conservation of Nature (IUCN), the Food and Agriculture Organization (FAO), and the World Wide Fund for Nature (WWF) has been engaged for third-party oversight. In addition to routine monitoring and evaluation, the consortium plans to undertake case studies to objectively assess how the TBTP is achieving its goals. This study specifically aims to document local community perceptions by evaluating the impact of program interventions on livelihoods, inclusivity, access and equitable benefit sharing in selected villages across various ecological zones in Pakistan

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:**
 - b. Documenting the methodologies used to evaluate the perceived benefits of TBTP interventions among target villages, analyzing perspectives on rights, access to resources, benefit sharing, and contributions to improved livelihoods.
 - c. The consultant will share the study plan in an online inception meeting to be organized by the WWF to which all the Consortium partners and other stakeholders will be invited
 - d. Assessing the extent and nature of inhabitants' participation in the program and examining strategies employed to encourage their engagement.
 - e. Analyzing the specific impacts of TBTP interventions on vulnerable groups (e.g., women, low-income households) and exploring how these initiatives have influenced various economic groups.
 - f. Evaluating how and to what extent the program has affected sustainability and created spillover effects.
 - g. Examining how the perceived benefits of TBTP interventions align with broader program goals, such as the United Nations Sustainable Development Goals (SDGs) and Pakistan's climate adaptation and mitigation strategies.
 - h. Formulating recommendations based on the findings to enhance socio-economic benefits, improve livelihoods, and strengthen resilience at the community level
- i. **Specific Tasks:**
- Conduct stratified sampling of representative villages across different ecological zones in Pakistan.
 - Perform field assessments, focus group discussions, and key informant interviews to collect data.
 - Analyze the data to evaluate the inclusivity, fairness, and effectiveness of benefit-sharing mechanisms.
 - Develop a comprehensive report summarizing findings, including quantitative and qualitative analyses.
 - Propose strategic recommendations to improve the program's design and implementation.

4) Deliverables

- Inception Report
- Record of Field Consultations by April 15, 2025
- Draft Report by April 30, 2025
- Final Report by May 20, 2025

5) REQUIREMENTS

- Having sound knowledge of the social forestry, community mobilization and livelihood improvement studies
- Excellent writing skills in English
- The consultant has prior experience in social forestry related consultancies or reports.
- Ability to conduct field visits and communicate with the stakeholders.

6) CORRESPONDENCE & SUBMISSION OF PROPOSAL

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

<https://forms.gle/HD8x6J1EoQUyByXx6>

1. 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.

2. 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 PKR 3,100,000/-

- i) Consultancy fee 1,500,000/-
- ii) Out of Pocket expenses Upto Max Ceiling of 1,600,000/- based on actual expenses occurred on provision of Bills and Documents only.