



Consultancy Ref No: 109//North/2024-25

RFP for Consultancy Services-WWF Pakistan

Subject:

Identify gaps in wildlife laws and enforcement procedures, and provide recommendations to address them through capacity-building interventions of frontline law enforcement staff and develop a training curriculum for wildlife departments

Application Submission:

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>

RFP – Consultancy Services

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1) INTRODUCTION & BACKGROUND

Contract Type	Consultancy and Services
Duration of assignment:	5 months – (June 2025 to October 2025)
Consultant	Firm/Individual (Both)

Pakistan's strategic geographical location, rich biodiversity, and multiple ports open for trade (air, land, and sea), make it a source, consumer, and transit country for the illegal trade of various species, including reptiles, mammals, fish, birds, timber, and medicinal plants. However, much of the illegal poaching and illegal wildlife trade (IWT) remains largely undocumented. The demand for wildlife parts and products sourced from Pakistan arises primarily from Southeast and East Asian countries for use in food and traditional medicines.

Despite considerable efforts in recent years, wildlife crime remains a growing problem worldwide. Once described as an emerging threat, wildlife crime has evolved into one of the most significant transnational criminal activities and has major economic, social and environmental impacts. Though it often is treated as a victimless crime, wildlife crime contributes to a broad range of harms, including the destruction of wildlife resources and ecosystems, desertification, environmental degradation as well as the reduction and elimination of species. Wildlife crime also threatens people's livelihoods, impacts national security and limits social and economic development.

Widespread and under-reported poaching and illegal wildlife trade (IWT) persist at the site level due to several critical factors. These include insufficient skills and training among rangers to effectively combat wildlife crimes, inadequate access to essential monitoring equipment, weak ranger-community relations, and a shortage of personnel stationed at critical poaching hotspots.

Additionally, there is incoherence between wildlife laws across provinces and territories. The level of protection extended to various exotic and native species differs from region to region based on the geographic distribution. Insufficient coordination between federal and provincial authorities dealing with wildlife crimes further complicates conservation efforts, especially in cases beyond the jurisdiction of wildlife departments. Addressing illegal wildlife trade requires a multi-faceted approach that combines effective legislation, enforcement, community engagement, and international cooperation. Continuous evaluation and adaptation of laws and strategies, alongside global commitment, are essential for the protection of wildlife and the ecosystems upon which they depend.

WWF Pakistan under its project, "Combating Wildlife Trafficking in Pakistan" intends to hire the services of consultant (Firm / individual) to "Identify gaps in wildlife laws and enforcement procedures, and provide recommendations to address them through capacity-building interventions of frontline law enforcement staff and develop a training curriculum for wildlife departments". The capacity-building component of this project for rangers aims to significantly enhance the skills of frontline workers in wildlife departments through tailored courses on wildlife crime prevention. This includes adopting the ranger code of conduct and competence standards essential for effective wildlife protection. Rather than offering one-time training sessions, the project focuses on developing specialized curricula identified based on the national ranger survey. These curricula will be integrated into the training directorates of wildlife departments across Punjab, Sindh, Baluchistan, Khyber Pakhtunkhwa, Gilgit-Baltistan, and AJ&K. This approach ensures sustainability by institutionalizing ongoing training programs that continue to build and refresh ranger capabilities in combating wildlife crime.

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

1. Conduct baseline gap analysis of existing wildlife Laws and develop recommendations

- 1.1. Conduct a comprehensive review of the requisite provincial (Punjab, Sindh, Baluchistan, and Khyber Pakhtunkhwa) and territorial (ICT, Gilgit-Baltistan and AJK) wildlife acts, regulations, rules, and legislation related to the protection of and conservation of wildlife, illegal poaching, trade, and trafficking, prevention of wildlife crime, and their effectiveness in (i) preventing wildlife crime, and (ii) illegal wildlife trade / trafficking and the mechanisms of imposing fines, penalties, and other kinds of punitive action;
- 1.2. Provide a list of amendments that should be made in the existing laws in the form of a draft bill, along with a report providing recommendations on how to strengthen the same, ensure coherence and uniformity between provincial and territorial laws, and recommendations on how to strength the existing enforcement mechanisms, including, but not limited to capacity building of the requisite wildlife departments, law enforcement agencies and the judiciary.

2. Develop tailored training curriculum for Wildlife Departments

This expert will conduct:

- 2.1. Targeted consultations with rangers and their senior management (members of provincial and territorial wildlife departments, NGOs), in collaboration with WWF, the International Ranger Federation (IRF), and the Universal Ranger Support Alliance (URSA), and the US Forest Service (USFS), to identify the optimal training modules in line with Global Ranger Competences required to enhance wildlife crime prevention capabilities.
- 2.2. Following this assessment, meticulously develop and designed the curriculum for adopting the ranger code of conduct and competence standards essential for effective wildlife protection.
- 2.3. Translation of developed curriculum into Urdu and its availability in digital formats.
- 2.4. Building liaison with wildlife departments for inclusion of developed curriculum into regular wildlife training programs and courses, and refreshers

Specific Tasks

The consultant will be required to;

1. **Conduct a comprehensive review of the requisite Provincial and Territorial legislation** (acts, regulations, rules, etc.) on wildlife protection, illegal wildlife trade and trafficking, prevention of wildlife crime, and their effectiveness in (i) preventing wildlife crime, and (ii) illegal wildlife trade / trafficking and the mechanisms of imposing fines, penalties, and other kinds of punitive acts to gauge gaps in effectiveness. These include, but is not limited to:
 - a. The Punjab Wildlife Protection, Preservation, Conservation and Management (Amendment) Act 2007
 - b. The Sindh Wildlife Protection, Preservation, Conservation and Management Act, 2020
 - c. The Khyber Pakhtunkhwa Wildlife and Biodiversity (Protection, Preservation, Conservation and Management) Act, 2015
 - d. The Balochistan (Wildlife Protection, Preservation, Conservation and Management) Act 2014 (No. XV of 2014)
 - e. Islamabad Wildlife (Protection, Preservation, Conservation and Management) Ordinance, 1979
 - f. Islamabad Nature Conservation and Wildlife Management Act, 2024

- g. The Azad Jammu and Kashmir Wildlife (Protection, Preservation, Conservation and Management) Act, 2014
 - h. For GB - Wildlife Preservation Act Northern Areas 1975
 - i. GB Wildlife Biodiversity Areas ACT 2021
 - j. Pakistan Trade Control of Wild Fauna and Flora Act, 2012 (No. XIV)
 - k. The Prevention of Cruelty of Animals Act, 1890. (Xi Of 1890)
- 1.1. Review existing enforcement mechanisms, penalties, and the capacity of bodies responsible for enforcement (wildlife departments, customs, wildlife rangers, law enforcement personnel, judiciary etc.).
 - 1.2. Review Provincial and Territorial laws to:
 - a. identify inconsistencies between the same (inter-jurisdiction analysis);
 - b. assess compliance and consistency with international treaties and conventions related to biodiversity conservation and illegal trade and trafficking of wildlife, which includes, but is not limited to, the Convention of International Trade on Endangered Species of Flora and Fauna (CITES), Convention on Biological Diversity (CBD) and its GBF Targets, Convention of Migratory Species (CMS), Ramsar Convention on Wetlands;
 - c. Assess compliance and / or consistency with national and provincial policy documents, which includes, but is not limited to, the National Wildlife Policy 2021, National and Provincial Climate Change Policies, National and Provincial level adaptation plans.
 - 1.3. Conduct interviews and focused groups discussions with key stakeholders and experts in the field of wildlife conservation, illegal wildlife trade and trafficking, along with bodies and law enforcement agencies responsible for the enforcement of the requisite laws (wildlife departments and custom officials) to seek feedback for improvements in the same;
 - 1.4. Propose amendments to existing Provincial and Territorial laws in the form a bill to strength the same and to improve implementation and enforcement;
 - 1.5. Review and suggest a strong monitoring system/mechanism against the illegal trafficking within the country and foreign import and export of any trophy or any other wildlife species
 - 1.6. Work with environmental scientists, ecologists, and conservationists to understand the ecological impact of wildlife crime and ensure that legal recommendations are informed by scientific evidence
 - 1.7. Provide recommendations on how to improve capacities of enforcement agencies, which includes the wildlife departments, customs officials, and the judiciary;
 - 1.8. Review and provide recommendations to improve the guidelines and rules for acquisition and management of exotic species in private captivity, reserves, and zoos;
 - 1.9. Recommend way forward / process / mechanism to develop coherence among different legislations i.e. Customs, Airport, Forest, wildlife, fisheries, environment, Irrigation, Rangers, and Agriculture etc. to address the wildlife crime issues;
 - 1.10. Prepare a draft bill(s) for presentation before the respective legislative assembly.
 - 1.11. Prepare a final report with presents amendments and recommendations on way forward.

2. Develop tailored training curriculum for Wildlife Departments;

The consultant will be required to;

- 2.1. Consult with wildlife rangers and their senior management (personals from provincial and territorial wildlife departments, NGOs, academia and related stakeholders), in collaboration with WWF, the International Ranger Federation (IRF), and the Universal Ranger Support Alliance (URSA), and the US Forest Service (USFS), to identify the optimal training modules in line with Global Ranger Competences required to enhance wildlife crime prevention capabilities.
- 2.2. Prepare the draft report on based assessment for rangers training curriculum with identified gaps and needs in relation to Global Ranger Competences
- 2.3. Following this assessment, meticulously develop the curriculum for adopting the ranger code of conduct and competence standards essential for effective wildlife protection.
- 2.4. Translation of developed curriculum into Urdu
- 2.5. Designing of the final document of the curriculum – both in Urdu and English (in printable format)
- 2.6. Liaison with Provincial and Territorial Wildlife Departments/ wildlife training schools to include the designed curriculum in their regular training programs

4) DELIVERABLES

1. Report which will include draft bill(s) with proposed amendments, findings, and proposed recommendations and next steps.

2. Curriculum document – Designed Digital Format in Urdu and English Languages

5) PROJECT/ ASSIGNMENT TIMELINE

5 months – (June 2025 to October 2025)

Sr#	Deliverable	Timeline
1	Conduct baseline gap analysis of existing wildlife Laws and develop recommendation	June 2025 – August 31, 2025
1.1	Inception presentation including time lined workplan to the IWT INL team lead and members	June 2025 (1 st week)
1.2	First Draft of report	July 2025 (2 nd week)
1.3	Report Review (WWF Pakistan internal review)	July 2025 (4 th Week)
1.4	Final report along with draft legislative bill	August 2025 (4 th Week)
2	Develop tailored training curriculum for Wildlife Departments	June 2025 – 31st October 2025
2.1	Inception presentation including the approach and workplan to the IWT INL team of WWF-Pakistan	June 2025 (1 st Week)
2.2	Draft Need Assessment Report	July 2025 (4 th Week)
2.3	Draft – Developed Curriculum (WWF Pakistan internal review)	August 2025 (4 th Week)
2.4	Final Document of developed curriculum in English	September 2025 (2 nd Week)
2.5	Translation of Final Document in Urdu	October 2025 (2 nd Week)
2.6	Provision of designed digital copies of Final document of developed curriculum in both Urdu and English languages	October 2025 (4 th Week)
2.7	Inclusion of developed curriculum in regular training programs of Wildlife Trainings/ training schools	October 2025 (4 th Week)

6) REQUIREMENTS

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

1. The consultant (Firm / Individual) should have at least 5 (five) years of relevant experience in the field of law, legislative drafting, legal research;
2. The firm should be registered with income tax and / or sales tax departments (NTN numbers should be clearly mentioned and valid documentary evidence be attached).
3. The consultant will be responsible for delivering high-quality legal services, maintaining client confidentiality, and providing expertise in wildlife laws/ policy/ governance
4. The consultant will provide the reports and presentations as per given timelines and deliverables for review from WWF Pakistan team and will be responsible for adhering to given timelines
5. Update WWF-Pakistan about the progress of the project on regular basis (Weekly basis or when need be)
6. Collaborate with WWF-Pakistan IWT – INL project team for visits.
7. Incomplete quotations, quotations not conforming to tender requirements or with vague replies will not be considered.
8. All the taxes levied must also be clearly stated.

7) CORRESPONDENCE & SUBMISSION OF PROPOSAL

1. Application Submission:

2. 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>

3. 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.

4. Any information and responses to enquiries will be made in writing and distributed by email to all proponents.

8) FORMAT OF THE PROPOSAL

Enquiries after the foregoing deadline will not receive a response.

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.
- 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 Pakistani Rupees (PKR), the total price shall include all costs related to service provision including applicable taxes.

Note: Templates of all Information is provided on the Application form available at WWF-Website. Any Additional Information related to the RFP can be attached along with the application Form.

Financial Proposal				
Description	Units	Quantity	Rate	Total Amount
1. Remuneration: <ul style="list-style-type: none">FieldOffice	Man Days [MD] / Man Months [MM]			
2. Air Travel				
3. Road Travel				
4. Boarding/Lodging				
5. Others (Please specify) Training Material, Printing, Photocopies, Colour printing, practical demonstration equipments e.g candler				
Grand Total Inclusive of All direct or indirect Taxes and Out of Pocket Expenses				

Note:

- If there is not Air, Road Travel/Boarding and Lodging and others then simply Write Not applicable.
- In case Road travel cost for trainer and trainees will be paid on actual basis.

- In case Boarding and lodging cost for trainer and trainees will be paid on actual basis.

9) FINANCIAL PROPOSAL

1. The proposed prices shall be provided in PKR
2. The consultant will submit the cost of the assignment in a lump sum, including all applicable taxes according to the Government of Pakistan
3. The boarding and lodging (Air and local travel, accommodation and food of one person) will be covered by WWF-Pakistan
4. 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 Remuneration Budget ceiling for this activity is PKR 2,376,000 inclusive of all taxes and Out of Pocket expenses upto Max Ceiling of 1.1 Million.