



Ref: 110/South/2024-2025

RFP for Consultancy Services-WWF Pakistan

Subject:

**THIRD-PARTY EVALUATION OF WATER REPLENISHMENT
THROUGH PROJECT INTERVENTIONS-KARACHI**

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>

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1) INTRODUCTION & BACKGROUND

Contract type: Consultancy and Services

Duration of assignment: 1 month

WWF-Pakistan is executing/implementing a project titled “Promoting Water Stewardship and Replenishment among the vulnerable Communities of Karachi,” in Partnership with Pakistan Beverage Limited. The project aims to replenish 21,500 m³/annum of water in Karachi through different interventions like Ablution Water Reuse Systems, Floating Wetlands as Nature-Based Solutions (NBs) for the treatment of wastewater, water sensitive taps at five different sites in Karachi, the project is executed in close coordination with communities, government departments, and other relevant stakeholders to demonstrate water stewardship practices in designated areas of Karachi. The overarching goal of the project is to foster community well-being and environmental health by instituting an effective water management system.

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 regard 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 the 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

WWF-Pakistan requires the services of a constantans for conducting a volumetric calculation/analysis of annual water replenishment and usage through project interventions of ablution water reuse system, nature-based solution for the treatment of the wastewater through floating treatment wetland and water sensitive taps at different sites in Karachi. Water replenishment potential per annum, verification of water replenishment numbers achieved so far since the completion of the installation of each intervention, Technical Analysis of Results, and Report Submission. The final report must be comprehensive, containing details of the calculation

methodology, accounting of financial benefits to the communities, and the total replenishment number achieved through the interventions. The evaluation will provide critical insights into how these interventions have contributed to water replenishment, improved community water access, and supported environmental health and water stewardship practices within the target communities of Karachi

4) TASKS AND DELIVERABLES

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

Tasks:

1. Conduct a detailed assessment of all project interventions, including three ablution water reuse systems, one floating wetland, and water-sensitive taps installed at five sites across Karachi, to evaluate their technical functionality, operational efficiency, and sustainability.
2. Quantify the water replenishment achieved through each intervention on the guidelines on which the systems are designed using volumetric analysis. This includes measuring the quantity of water reused, treated, or conserved, and comparing it against the project's annual target of 21,500 m³.
3. Apply internationally recognized methodologies and frameworks, such as the WRI Volumetric Water Benefit Accounting (VWBA) guidance, to assess the environmental, social, and economic benefits of the interventions.

Deliverables:

1. The consultant will develop a method for the annual volumetric calculation/analysis of water replenishment through each intervention.
2. The consultant will be responsible for submitting an inception report outlining the methodology for conducting volumetric calculations of water replenishment achieved through each intervention.
3. The final evaluation report must have separate chapters for each intervention that includes a description of the intervention, location, capacity, replenishment target achieved from the date of installation, replenishment potential, calculations and methodology.
4. The final evaluation report must be submitted after incorporating feedback and comments provided by the technical team. Additionally, the consultant shall deliver a comprehensive presentation summarizing key findings, methodologies, and outcomes.
5. The consultant will also submit the data log books/survey sheets and provide suggestions for project sustainability.

5) PROJECT/ ASSIGNMENT TIMELINE

Duration of assignment: 1 month, starting from 1st June,2025.

6) REQUIREMENTS

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

Minimum requirements

- The consultants or firm should have a PhD degree in civil engineering/urban engineering or any other relevant field.
- The consultant/firm should have familiarity with hydrological analysis, water resource management and water conservation practices.
- Should be able to follow all the required Health, Safety, and Environmental (HSE) protocols, as specified under the WWF-Pakistan HSE safeguard policy and WWF-Pakistan's Environmental and Social Safeguards Framework (ESSF).
- **Skills:** Data handling, report writing, volumetric analysis and survey skills

7) CORRESPONDENCE & SUBMISSION OF PROPOSAL

1. 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>

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

To: Faiza khan (fkhan@wwf.org.pk)

Cc: Muzzammil Ahmed (mahmed@wwf.org.pk)
Mehak Sikandar (msikandar@wwf.org.pk)
Saim Khan (smkhan@wwf.org.pk)

3. The proposal submission deadline is mentioned on the 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.

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) **Service Provision Timeline** – Provide Detailed Work Plan as per Deliverable and TORs.
- 5) **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 are provided on the Application form available at the WWF website. Any Additional Information related to the RFP can be attached along with the application Form.

9) FINANCIAL PROPOSAL

The proposed prices shall be provided in PKR, the prices shall be provided in Pak Rs, and 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 by the contract to be concluded between WWF-Pakistan and the consultant.

Financial Proposal				
Description	Units	Quantity	Rate	Total Amount
1. Remuneration: • Field • Office	Man Days [MD] / Man Months [MM]			
2. Air Travel				
3. Road Travel				
4. Boarding/Lodging				
5. Others (Please specify) Training Material, Printing, Photocopies, Color printing, practical demonstration equipment's 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.

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.

- Technical Proposal 70%
- Financial Proposal 30%

The following criteria shall be used as a basis for the 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 the requirements of the present RFP shall be the property of WWF-Pakistan, and shall not, without the consent of 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

Maximum Budget ceiling for this activity is PKR 800,000 (0.8 million PKR) inclusive of all taxes and out of pocket expenses.