



Consultancy Ref No: 122/RP/North/24-25

# **RFP FOR CONSULTANCY SERVICES WWF-PAKISTAN**

## **SUBJECT:**

**Training Workshops for national and sub-national technical staff of Government Departments on the implementation, monitoring, operations, and maintenance of EbA and green infrastructure interventions.**

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# HIRING OF CONSULTANT



WWF-Pakistan is looking for qualified and experienced International consultants having local offices for the purpose of following Projects Titles

- 1. Training Workshops for national and sub-national technical staff of Government Departments on the implementation, monitoring, operations, and maintenance of EBA and green infrastructure interventions”** The deadline for submission is **27<sup>TH</sup> June 2025** at 17:00 hours.

Interested consultants who meet the eligibility criteria are encouraged to review the detailed Terms of Reference (TORs) available on the WWF-Pakistan website:

<https://wwf.org.pk/consultancy/>

To address any queries, please contact us at **mahmed@wwf.org.pk**.

**Sealed Technical and Financial Proposal shall be submitted by mentioning Title on Envelope on below Address**

**Manager Procurement| & Consultancies  
WWF-Pakistan Head Office, Inside Ali Institute**

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## 1) INTRODUCTION & BACKGROUND

Contract type:	Consultancy and Services
Duration of assignment:	12 months
Type:	Firm

### Background of Project & Assignment:

Recharge Pakistan is a flagship initiative aligned with the Government of Pakistan's 2021 Nationally Determined Contributions (NDCs), leveraging natural systems to reduce flood and drought risks in the Indus Basin. The project focuses on Ecosystem-based Adaptation (EbA) and green infrastructure (GI), including watershed restoration, channel desilting, and 127 green infrastructure interventions like embankments and recharge basins. These measures aim to enhance resilience, benefit 687,336 people directly and 7 million indirectly, while showcasing cost-effective climate solutions for sustainable water management and disaster risk reduction.

The purpose of this consultancy is to design and develop a comprehensive training package consisting of structured training modules and technical guidelines for relevant government personnel involved in planning, implementing, monitoring, evaluating, and scaling up green infrastructure and Ecosystem-based Adaptation (EbA) interventions. The training package will be used and delivered in a series of exposure visits and technical training sessions aimed at enhancing institutional capacity to respond to climate-induced risks, particularly those related to flooding and drought.

## 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 full compliance with 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 & Safeguarding 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:

The purpose of this consultancy is to design and develop a comprehensive training package consisting of structured training

modules and technical guidelines for relevant government personnel involved in planning, implementing, monitoring, evaluating, and scaling up green infrastructure and Ecosystem-based Adaptation (EbA) interventions. The training package will be used and delivered in a series of exposure visits and technical training sessions aimed at enhancing institutional capacity to respond to climate-induced risks, particularly those related to flooding and drought.

The training workshops will focus on a suite of nature-based and engineered interventions currently being piloted in the project, which include: (i) Green Infrastructure—flood protection embankments, flood dispersal embankments, gabion bunds, retention areas, and recharge basins; and (ii) EbA Interventions—restoration of degraded riverine ecosystems (e.g., afforestation), excavation of natural flow paths (e.g., re-establishing wetland hydrology), sediment removal to improve water holding capacity, and embankment reinforcement to reduce erosion.

The training modules will serve as standard training tools for building technical knowledge and practical skills among officials and technicians from government departments having direct influence over flooding and drought regulation and planning, including:

1. Ministry of Climate Change and Environmental Coordination (MoCC&EC)
2. Ministry of Water Resources (MoWR)
3. Ministry of Planning, Development and Special Initiatives (MoPD&SI)
4. Ministry of National Food Security & Research (MoNFSR)
5. National Disaster Management Authority (NDMA)
6. Pakistan Environmental Protection Agency (Pak-EPA)
7. Provincial Departments of Irrigation, Forestry, Wildlife, and Agriculture
8. Provincial Department of Environment Protection
9. Provincial Disaster Management Authority (PDMAs)
10. Provincial Department of Planning and Development (PP&D)

Those departments within these agencies will be sent requests to nominate trainees from their department.

As part of this capacity-building, technical staff from these governments will visit the project sites (Khyber Pakhtunkhwa, Sindh and Balochistan) where local stakeholders are engaged in implementing EbA and green infrastructure interventions to enhance their learning and enable scaling up and replication across Pakistan. Furthermore, a pool of experts will be established within MoCC&EC, MoWR (including FFC) and relevant provincial line departments mentioned above to ensure that EbA and green infrastructure interventions are integrated within future country-driven flood and water resources management and climate change planning.

Each module must be designed to be deliverable through interactive training formats, including lectures, field demonstrations, simulations, and group exercises.

The ultimate objective is to ensure that trainees are not only familiar with the principles and benefits of green infrastructure and EbA but are also equipped to apply these solutions on the ground, monitor their impacts effectively, assess their cost-effectiveness, and scale-up the solutions in different geographical and institutional contexts across Pakistan.

#### **b. Specific Tasks:**

The consultant or consulting firm will undertake the following tasks outlined under the following activities;

##### **Activity 1: Development of Training Modules and Technical Guidelines**

1. Conduct a desk review of relevant national and international literature, project documentation, and best practices on green infrastructure and EbA.
2. Interview technical experts and selected government officials to identify existing practices and infrastructure for which they are custodians and accordingly identify key training needs.
3. Design a modular training curriculum covering the following interventions:
  - Flood protection embankments
  - Flood dispersal embankments
  - Gabion bunds
  - Retention areas
  - Recharge basins

- Riverine ecosystem restoration (e.g., afforestation)
  - Natural flow path excavation
  - Sediment removal / desilting
  - Embankment reinforcement
4. For each intervention, develop a training module containing:
- Overview and context
  - Hallmarks of green vs. grey infrastructure
  - Site selection and design criteria
  - Implementation steps and sequencing
  - Monitoring indicators and data collection methods
  - Effectiveness evaluation tools (biophysical and socio-economic)
  - Operation and maintenance (O&M) protocols
  - Roles and responsibilities of different institutions
  - Case studies and best practices
  - Guidelines for upscaling and replication
5. Integrate interactive teaching tools such as:
- Field-based practical demonstrations (1-day exposure visit for each training, ideally demonstrating existing green infrastructure, e.g., at WWF's Water Resources Accountability in Pakistan WRAP project sites or Recharge Pakistan project sites etc.)
  - Visual aids, process diagrams, and possibly video tutorials
  - Group exercises and simulation activities
  - Pre- and post-training assessments
6. Visit the sites selected for field based practical demonstrations prior to finalizing the training modules and actual exposure visits for the trainees. Gather the information and data from the preliminary visits to incorporate in the training modules to be developed.
7. Prepare final training modules for dissemination in print and digital formats.

**Activity 2: Conduct practical training workshops on EbA and GI implementation, monitoring frameworks, maintenance strategies and monitoring and performance evaluation**

The consultant will ensure full participation of nominated trainees from each of the above-listed government departments and complete the training workshops.

Each Training workshop would comprise of two separate types of sessions.

- 1) Training Session (1 Day)
- 2) Field based practical demonstration - Exposure Visits (1 Day)

Training Venues and Frequency:

- Islamabad (2 Training Workshops – 15 technical experts per workshop)
- Karachi (2 Training Workshops – 15 technical experts per workshop)
- Quetta (2 Training Workshops – 15 technical experts per workshop)
- Peshawar (2 Training Workshops – 15 technical experts per workshop)

Consultants' trainers will also accompany the trainees on their exposure visits to project sites to provide on-site briefings on project interventions. Communities at the sites must be engaged as part of the visit.

**Activity 3: Cross-Sectoral Coordination and Institutional Capacity Building**

The consultant will engage and work with the National Institute of Public Administration to institutionalize the developed training modules and curriculum within the training programmes offered by these institutions.

#### Activity 4: After-Action Learning and Engagement Framework

The consultant will remain in contact with trainees and be available to provide technical support and share the best international practices, as may be required. An After-Action Training Plan will be developed to consolidate key lessons, address identified gaps, and ensure continuous improvement, followed by coordinated follow-up with participants to reinforce learning outcomes and gather feedback on training impact.

#### 4) Deliverables

- Training curriculum, modules and training reports (including inception report with detailed work plan and annotated outline of training modules; stakeholder needs assessment summary; training modules for each intervention; final training modules with feedback incorporated; trainer’s handbook and participant manual; printable and digital copies of all materials).
- 4 Training Workshops for 60 technical experts (15 at the national level and 15 each in 3 provinces) conducted in Q3 and Q4 2025.
- 4 Training Workshops for an additional 60 technical experts (15 at the national level and 15 each in 3 provinces) will be conducted by Q2 2026.
- Institutionalization of the training modules and curriculum with the National Institute of Public Administration (NIPA).
- Development of after-action learning and engagement plan with participants and follow-up.
- Detailed report for each training and a consolidated end-of-assignment report covering after-action learnings and engagement plan outcomes.

#### 5) REQUIREMENTS

An **international consulting firm/organization** demonstrating institutional expertise in capacity building, with a proven track record of delivering specialized training programs through a dedicated training or knowledge platform (e.g., an academy or center of excellence) in South Asia focused on disaster risk reduction, climate resilience, and ecosystem-based adaptation at the regional or national level.

In addition to the above, the consultancy firm/organization should at least meet the following criteria:

##### ➤ Institutional Capacity and Technical Experience

- A minimum of 10 years of institutional experience in delivering technical assistance, training, or advisory services related to climate change adaptation, ecosystem-based approaches, and/or green infrastructure in South Asia.
- Documented experience in designing and implementing EbA or Nature-based Solutions (NbS) within the context of development planning, disaster risk reduction, or water and land resource management.
- Prior engagement with governments, development agencies (e.g., UNDP, ADB, World Bank), or international conservation organizations (e.g., WWF, IUCN, FAO) in the delivery of similar assignments.
- Presence or partnerships in Pakistan or the region to ensure local context, relevance, and sustainability of interventions.

##### ➤ Methodology and Work Plan

- Understanding of the assignment’s objectives and expected outcomes.
- Proposed training methodology, incorporating adult learning principles, participatory facilitation, and practical, field-based sessions.
- Integration of cross-cutting issues such as gender equality, social inclusion, indigenous knowledge, and environmental safeguards.
- Inclusion of a sustainability and knowledge transfer plan to enable institutional uptake of EbA and green infrastructure practices.
- Realistic and time-bound work plan with clearly defined deliverables and timelines.

- Ability to customize global or regional frameworks for national and district-level application, including operational and maintenance guidelines.

➤ **Team Composition and Expertise**

- **Lead Trainer - Ecosystem-based Adaptation (EbA) Specialist (International):** Advanced degree with minimum 10 years of professional experience (Master's or higher) in environmental sciences (implementing EbA and green infrastructure projects), climate change, DRR, or a related discipline.
- **Technical Team:**
  - i) **Green Infrastructure Specialist (National or International):** Advanced degree in Civil Engineering, Climate Change, DRR, or a related discipline with minimum 10 years of professional experience with demonstrated experience in implementing EbA and green infrastructure projects).
  - ii) **Gender & Community-based Adaptation Specialist (International):** Advanced Degree (Master's or higher) in Gender Studies, Social Sciences, Development Studies, Anthropology, Sociology, or a related field with a minimum of 8 – 10 years of professional experience in gender equality, women's empowerment, and/or gender safeguards within the context of international development, climate resilience, or natural resource management projects.
  - iii) **Environment & Social Safeguards Specialist (International):** Advanced Degree (Master's or higher) in Environmental Sciences, Environmental Engineering, Natural Resource Management, Social Sciences, Development Studies, Environmental Policy, or a related discipline with a minimum of 8 – 10 years of professional experience in environmental and social safeguards management, particularly within international development, climate adaptation, or infrastructure projects.
- **Support Team:**
  - i) **Stakeholder Engagement Specialist (National or International):** Advanced Degree (Master's or higher) in Social Sciences, Development Studies, Public Policy, Sociology, Environmental Management, Communications, or a related field with a minimum of 8 – 10 years of professional experience stakeholder engagement, community relations, public consultation, or social development, preferably within donor-funded, climate change, or infrastructure projects.  
Stakeholder Engagement Specialist will facilitate inclusive coordination among government agencies, communities, and partners to ensure local ownership and institutional alignment for the effective training and implementation of EbA and green infrastructure interventions.
- The above-mentioned experts shall have specific experience in curriculum development, designing and delivering training programs related to the design, operation, monitor and maintenance of green infrastructure, community-based adaptation planning, monitoring and evaluation of EbA interventions, and policy or institutional strengthening.
- Demonstrated experience in participatory and adult learning approaches, strong facilitation and communication skills, with fluency in English required; knowledge of Urdu and local dialects in the project area is desirable.

## 6) CORRESPONDENCE & SUBMISSION OF PROPOSAL

### 1. **Application Submission:**

Sealed Technical and Financial Proposal shall be submitted by mentioning Title on Envelope on below Address

**Manager Procurement & Consultancies  
WWF-Pakistan Head Office, Inside Ali Institute  
Ferozpur Road Lahore**

2. If Any **Queries**, may send them through email by attention to the following:

**To:** Faiza khan ([fakhan@wwf.org.pk](mailto:fakhan@wwf.org.pk))

**Cc:** Muzzammil Ahmed ([mahmed@wwf.org.pk](mailto:mahmed@wwf.org.pk))

The RFP submission deadline is mentioned on the 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.

## 7) FORMAT OF THE PROPOSAL

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

- 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, and other accomplishments of the Consultant.
- 3) **Proposal outlining scope consultancy service-** Description of scope and working process, stages, deliverables, exclusions, conditions.
- 4) **Provide a template of already completed similar types of reports-** the WWF-PAKISTAN may request additionally.
- 5) **Service Provision Timeline** – Provide a Detailed Work Plan as per deliverables 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 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.

## 8) FINANCIAL PROPOSAL

The proposed prices shall be provided in USD. 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 the maximum Ceiling (If Any).

The consulting firm / organization will submit the cost of the assignment in a lump sum, inclusive of all applicable taxes.

**The Payment Term** shall be defined by the contract to be concluded between WWF-Pakistan and the consulting firm / organization.

## 9) EVALUATION PROCESS

Applicant's proposal shall be evaluated based on the Quality and Cost Based Selection (QCBS) method. Under QCBS, both technical and financial proposals shall be evaluated as per the following criteria against a maximum score of 100 points.

- A) Technical Proposal (70%)
  - Detailed work plan
  - Expression of interest (EOI)
  - Company's Profile
  - Detailed methodology
- B) Financial Proposal (30%)
  - A detailed financial proposal that 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
  - The company's registration certificate
  - NTN detail(s)
  - Any legal or technical certification required for the task
  - Audited Accounts Report (if available) of the 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 the 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.