



Consultancy Ref No: 130/RP/North/24-25

RFP FOR CONSULTANCY SERVICES WWF-PAKISTAN

SUBJECT:

Gender-Responsive and Climate-Resilient Livelihood Training Material Development and Capacity Building on livelihood/Small Scale businesses under Recharge Pakistan in KP, Sindh, and Balochistan"

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
Ferozepur Road Lahore**

HIRING OF CONSULTANT

WWF-Pakistan is looking for qualified and experienced consultants local Consultants for the purpose of following Projects Title:



Gender-Responsive and Climate-Resilient Livelihood Training Material Development and Capacity Building on livelihood/Small Scale businesses under Recharge Pakistan in KP, Sindh, and Baluchistan". The deadline for submission is **14TH July 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.

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WWF-Pakistan Head Office, Inside Ali Institute
Ferozpur Road Lahore**

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1) INTRODUCTION & BACKGROUND

Contract type:	Consultancy and Services
Duration of assignment:	4 months (120 Days)
Type:	Firm/Individual

Background of Project & Assignment:

World-Wide Fund for Nature-Pakistan (WWF-Pakistan), the global conservation organization, has a mission to stop the degradation of the planet's natural environment and to build a future in which humans live in harmony with nature by Conserving the world's biological diversity, ensuring that the use of renewable natural resources is sustainable and Reducing pollution and wasteful consumption

Under its global mission, WWF-Pakistan works with central and local government agencies, the private sector, civil society organizations (CSOs), and the local communities to implement its various conservation programs in the Eight thematic areas, including Climate and Energy, Forest, Freshwater, wildlife, food and Agriculture, ocean, Biodiversity, Recharge Pakistan and Sustainable Infrastructure. WWF Pakistan has substantial experience in working with international donors.

WWF Pakistan, founded in 1970, is Pakistan's most significant independent nature conservation NGO, with over 20 offices nationwide. WWF Pakistan has a mission to preserve the country's incredible biodiversity and natural resources through the practices above. Since its inception, WWF Pakistan has implemented over 200 projects and programs. WWF Pakistan works closely with local and national partners, government, private partners, research, and communities.

Brief Project Description:

Recharge Pakistan is a project of Protection of vulnerable communities including Small- Scale farmers from the adverse impacts of floods and droughts through the implementation of EbA (Ecosystem-based Adaptation), Green Infrastructure (GI) and Climate Smart Agriculture (CSA) interventions in District DI Khan and Ramak watersheds of Khyber Pakhtunkhwa, Chakar Lehri Watershed in province Balochistan, and Manchar Lake and Watershed in province Sindh. The people living in these areas are particularly vulnerable to the impacts of climate change-induced floods and droughts, which are already negatively affecting their water and livelihood security. Integration of EbA and GI interventions into provincial- level policies, plans, frameworks, and manuals through establishing and demonstrating a proof of concept for EbA and GI interventions' cost-effectiveness, flood attenuation, and disaster risk reduction benefits.

There are several technical challenges that inhibit smallholder farmers in Pakistan's agricultural sector from adopting and implementing a shift toward more climate-resilient and sustainable agricultural practices. Specifically, smallholder farmers in Pakistan face the challenges to adopt climate- smart agriculture like limited technical knowledge and skills, inadequate access to information and extension services and access to Inputs. Therefore, shifting agricultural practices among smallholder farmers in Pakistan that better equips these vulnerable populations to cope with the challenges of climate change requires the building the capacity of farmers by providing training and technical assistance, demonstrating climate-smart agriculture practices and linking farmers to bio-inputs, such as drought-resistant seeds, bio-fertilizers, and bio-pesticides.

The project prioritizes livelihood diversification and resilient income generation as critical strategies to reduce vulnerability among rural communities exposed to increasing climate risks such as floods and droughts. Recognizing that women are also affected by climate change yet play a vital role in household and community resilience, the project integrates a strong gender-responsive approach. It aims to enhance women's participation in climate-resilient agriculture, promote their leadership in diversified livelihoods, and address structural barriers limiting women's economic empowerment. Through targeted capacity building, inclusive planning, and support for women-led entrepreneurship, the project will ensure that at least 50% of participants in awareness campaigns regarding climate Smart Agriculture and income-generating activities.

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:

The primary objective of the consultancy is to design and deliver gender-responsive and climate-resilient livelihood training materials and capacity-building initiatives that empower vulnerable communities particularly women and youth in KP, Sindh, and Balochistan under the Recharge Pakistan program. This includes assessing local needs and technical capacities, identifying viable household-level, climate-resilient small business options, and training of women while supporting beneficiaries in establishing diversified income-generating activities, thereby enhancing climate adaptation, gender equity, and economic resilience in the Indus Basin. The consultant/firm will be engaged to assess gender-specific income generation activities, including but not limited to fruit and vegetable processing units (e.g., packaging, labeling, post-harvest handling, and value addition), handicrafts, poultry farming, apiculture, and other locally viable enterprises.

The consultancy will include on the following Specific task

- Inception meeting with Project team
- Conduct a gender-inclusive needs assessment addressing local gender issues and women's empowerment in the implementation of climate-resilient agriculture livelihood interventions.
- Conduct a survey of the most vulnerable communities in the Indus Basin, focusing on women and youth groups, to identify climate-resilient household business options.
- Build awareness of the most vulnerable communities in the Indus Basin, particularly women and youth groups, on climate-resilient household business options in all 03 provinces (**KP Men: 40, Women 27, Sindh Men: 20, Women 13, Balochistan Men: 20, Women 13, Total (03 Provinces) Men: 80 and Women 53.**
- Assess the technical capacity of local women regarding alternative livelihoods and entrepreneurship
- Develop practical training modules/manual in local languages Urdu and Sindhi on sustainable livelihoods and small-scale business
- Collaborate with the WWF Project team, government vocational/technical training institutes, consultants, cooperating organizations, and local government departments to explore viable options.
- Trained 133 women on alternative livelihoods and entrepreneurship in all 03 provinces (**KP, Women 67, Sindh Women 33, Balochistan Women 33, Total (03 Provinces) Women 133.**
- Support WWF- Pakistan in establishing gender specific diversified income generation activities for 120

participants (including 60 women) in all 03 provinces (**KP** Men: 30, Women 30, **Sindh** Men: 15, Women 15, **Balochistan** Men: 15, Women 15, **Total (03 Provinces)** Men: 60 and Women 60

4) Deliverables

Sr. No	Deliverables
1	Inception Report
2	Work Plan submission
3	Gender-inclusive Livelihood Need Assessment Report
4	Survey Report
5	Consolidated Awareness Report
6	Assessment report on technical capacity of local women regarding alternate livelihoods
7	Training Module/ IEC materials on sustainable livelihood (Urdu & Sindhi) with incorporating feedback from stakeholders
8	Submission of training Plan
9	Training Report on alternative livelihoods, entrepreneurship, and gender-specific income generation activities
10	Final Presentation

5) REQUIREMENTS

The consultant must meet the following requirements:

Requirements:

- Postgraduate degree in social sciences, gender studies, rural development, sustainable livelihoods, entrepreneurship, or a related field.
- Minimum 5 years of experience in designing and implementing sustainable livelihood programs, conducting gender-inclusive training,
- Prior expertise in alternative livelihoods (e.g., kitchen gardening, agribusiness, poultry, food processing) and women's economic empowerment.
- Experience in developing training modules and conducting capacity-building sessions for male and female groups.
- Proficiency in English, Urdu and access to translation expertise.
- Proven experience working with WWF, FAO, or other development organizations
- Strong facilitation, communication, and stakeholder engagement skills.

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

1. If Any **Queries** may send through Email by attention to the Following:

To: (fakhan@wwf.org.pk)

Cc: (mahmed@wwf.org.pk) and mhali@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 Punjab, Sindh and Baluchistan.

The Payment Term: 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	N/A	N/A	N/A	0
3. Road Travel	Road travel cost for trainer and trainees will be paid by WWF on actual basis.			
4. Boarding/Lodging	Boarding and lodging cost for trainer and trainees will be paid by WWF on actual basis.			

5. Others (Please specify) Training Material, Printing, Photocopies, Colour printing, practical demonstration equipments e.g candlering	
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) 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
- Team Composition and Experience
- 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 **PKR 5,000,000 (5 million)** inclusive of all taxes and out of pocket expenses