



Consultancy Ref No: _____

RFP FOR CONSULTANCY SERVICES WWF-PAKISTAN

SUBJECT:

Development of Integrated Water Resource Management Plan, Flood/Drought Preparedness Plan and Conduct Workshops/ Trainings for Soon Valley, District Khushab in Punjab

Application Submission:

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

<https://forms.gle/Mr6EeFsPHYtky9F9>

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1) INTRODUCTION & BACKGROUND

Contract type:	Consultancy and Services
Duration of assignment:	2 Months
Type:	Firm

Background of Project & Assignment:

The World-Wide Fund for Nature-Pakistan (WWF-Pakistan) is a leading conservation organization in the world and has a mission to stop the degradation of the planet by conserving biodiversity, and renewable natural resources for a sustainable environment, and Nature-based solutions to the challenges. WWF-Pakistan with the financial support of Foreign Commonwealth Development Office (FCDO) of UK Government, aims to Scale-up Nature-based Solutions for Improving Integrated Water Resources Management and Enhanced Water Security in Pakistan.

The project proposes to undertake demonstrations of Nature-based Solutions (NbS), including Ecosystem-based Adaptation (EbA) interventions that will improve water security and governance, build the resilience of communities to climate change at the target sites in Punjab (PB), Gilgit-Baltistan (GB) and Khyber Pakhtunkhwa (KP), and enable the Government and relevant stakeholders to implement and replicate NbS in Pakistan for building climate change resilience.

To ensure that the NbS interventions are sustained and continue to be effective, the project will ensure that climate-adapted, community-based natural resource management is implemented locally and capacity and coordination for NbS are enhanced across government departments and other stakeholders. The capacity development interventions for the government will be critical to scale and replicate these approaches. The consultancy aims to address critical water resource challenges by implementing Nature-based Solutions (NbS) within the framework of Integrated Water Resources Management (IWRM) in Soon Valley. Effective IWRM will promote sustainable water use, enhance climate resilience, and mitigate the risks of extreme weather events through a coordinated, ecosystem-based approach. In addition, targeted workshops and capacity-building training will be conducted for local communities, government departments, and other stakeholders to strengthen their technical knowledge, preparedness, and collaborative response mechanisms. This comprehensive effort will contribute to improved water governance, disaster readiness, and long-term socio-environmental resilience in the region.

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:

1. To develop a comprehensive, inclusive, and climate-resilient Integrated Water Resource Management Plan and site-specific floods and drought mitigation and preparedness plan for Soon Valley, Tehsil Naushera, District Khushab, to strengthen community preparedness through practical training on low-cost mitigation and early response.
2. To Promote water conservation and climate-resilient practices relevant to local livelihoods.
3. Build capacity of local men and women to take part in community-based disaster risk reduction.
4. To conduct training and workshops with local stakeholders, but not limited to line departments, local community, NGOs, and other relevant stakeholders.
5. The core objective of the consultancy is to assesses current water resources, usage, and challenges of all lakes and identifies/ integrates NbS for water conservation, recharge, and quality improvement, proposes institutional, policy, and community-based mechanisms for sustainable water governance and aligns with national and provincial water policies and climate adaptation strategies.

b. Scope of the Consultancy:

1. Development of Integrated Water Resource Management Plan and Workshop

- Conduct hydrological and hydrogeological analysis of the Soon Valley, including the lakes of the project area;
- Map existing water infrastructure, sources, and usage patterns of lakes (Khabeki, Uchhali, and Jahlar);
- Identify key water-related risks (e.g., droughts, floods, contamination);
- Identify and engage key stakeholders, including government departments, CBOs, farmers, and women's groups;
- Conduct participatory consultations and focus group discussions on water resources and explore strategic risks and proposed measures in all the mentioned project areas.;
- Develop GIS-based land use, water resource, and hazard maps;
- Identify recharge zones, water-stressed areas, and potential NbS intervention sites;
- Propose integrated water conservation solutions based on NbS approaches (e.g., recharge wells, rainwater harvesting, constructed wetlands);
- Describe the current agricultural practices and recommend for improvement in the context of the nature-based solutions approach on a scientific basis to restore fertility and productivity;
- Map and evaluate the role of existing institutional partners and recommend institutional frameworks for water governance;

- Develop a monitoring and evaluation framework for the water resources with gender-disaggregated indicators;
- Include climate vulnerability and develop a risk reduction strategy;
- Conduct customize training sessions and workshops for line departments, communities, and other relevant stakeholders on IWRM, and NbS (One in Khushab);

2. Development of Flood/ Drought Preparedness Plan and Training

- Review project document, relevant literature, collect secondary data/information on the floods and drought history in Soon Valley Khushab;
- Conduct baseline assessment to identify flood- and drought-prone areas through field visits, data analysis, community consultations, and the PDMA. Reconfirm through hydrodynamic modelling and historic events;
- Develop a site-specific Flood and Drought Preparedness Plan incorporating early warning systems, evacuation protocols, and water conservation strategies;
- Integrate Nature-based Solutions (NbS) such as watershed restoration, vegetative barriers, and rainwater harvesting into the plan;
- Evaluate the flood risk reduction against different probabilities and measure the effectiveness of proposed Nature-based Solutions (NbS);
- Design and deliver customized training sessions for local communities, women, farmers, and stakeholders on disaster preparedness and sustainable water management;
- Engage local stakeholders including PDMA, Rescue 1122, PMD, CBOs, and government departments for secondary data collection and to ensure coordination and local ownership;
- Develop and distribute awareness and information materials in local languages to support community understanding and participation;
- Design modules for local communities to address the social, and financial challenges, natural resources management during extreme events, and low-cost mitigation and early response, pre- and post-training evaluations and submit final training report with recommendations for enhancing climate resilience in Soon Valley (One in Khushab);

4) DELIVERABLES

1. Inception Report includes work methodology, work plan, and stakeholder mapping for the preparation of IWRM and Flood/ Drought Preparedness & Mitigation Plan
2. Draft report on IWRM and Flood/ Drought Preparedness & Mitigation Plan with proposed NbS interventions on water conservation, recharge, and quality improvement, including maps, hydrological data and climatic data for IWRM Plan, time frame, institutional mechanisms, responsibility matrix for implementation, policy recommendations and actionable way forward.
3. Submission of draft report for review and then final after incorporating comments from WWF-Pak.
4. Training report with materials/ module, pictorial view and attendance records.
5. All hard and soft data including reports, GIS maps, and Photographs shall be provided to WWF-Pakistan.
6. Deliver presentation on Flood/ Drought Preparedness & Mitigation Plan and IWRM based on final findings, outcomes, and recommendations to WWF Pakistan before submission of final report.

5) REQUIREMENTS

a. Qualification

1. Water Management Expert

- At least a PhD degree from a recognized university in Hydrology & Water Resources, Agricultural Engineering/Civil Engineering with specialization in Flood Risk or Drought Management, or other related fields with proven experience of 10 to 15 years with Foreign/Donor WB, ADB, EU & FCDO funded projects and Programmes.
- Sound knowledge and understanding of Nature-based Solution concepts, and approaches used in the development sector, emphasizing water and climate.
- Proven English language proficiency, quality report writing, analytical and presentation skills.

2. Groundwater Expert

- At least a PhD degree from a recognized university in Agricultural Engineering/Civil Engineering/Hydrogeology/Geophysics with specialization in groundwater modelling (Modflow,GWVista etc) proven experience of 10 years with Foreign/Donor funded projects and Programmes.
- Sound knowledge and understanding of Nature-based Solution concepts, and approaches used in the development sector, emphasizing water and climate.
- Proven English language proficiency, quality report writing, analytical and presentation skills

3. Drought/Climate Change Expert

- At least a PhD degree Agricultural/ Civil/ Environmental Engineering with Master's degree in the same or related field
- Experience in analysis of Meteorological and hydrological droughts for the preparation of drought Management Plans developing to address gender and social inclusion in project planning and implementation.
- Familiarity with vulnerability assessments for conservation and NbS.
- Skilled in designing and/or coordinating reporting on: Climatic, Environmental, Social Economic indicators.
- Strong capacity for inter-institutional coordination

6) CORRESPONDENCE & SUBMISSION OF PROPOSAL

1. Application Submission:

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

<https://forms.gle/Mr6EeFsPHYtKy9F9>

1. Interested consultants should submit the Proposal and can send their Queries through Email by attention to the Following:

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

Cc: Muzzammil Ahmed (mahmed@wwf.org.pk)

2. The RFP submission deadline mentioned on 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 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.

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 candling				
Grand Total Inclusive of All direct or indirect Taxes and Out of Pocket Expenses				

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.

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 4,200,000/-