



Consultancy Ref No:146-WRAP-25-26

# **RFP for Consultancy Services-WWF Pakistan**

## **Subject:**

**“Ecological Assessment of Significant Peatlands in KPK to develop Management Plan and Ramsar Information Sheet (RIS) of the selected Peatlands”**

***Botanist (Terrestrial flora)***

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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:	6 Months
Type:	Firm/Individual

WWF-Pakistan with the financial support of FCDO, implementing a project titled, “Scaling up nature-based solutions for improving integrated water resources management and enhanced water security in Pakistan”. The project aims to pilot Nature-based Solutions (NbS) at selected locations in Gilgit-Baltistan and Khyber Pakhtunkhwa in partnership with relevant stakeholders. Water management for improving the health of natural ecosystems, better water resource management, and livelihood improvement will be outcomes of the project interventions

## 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 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

The main objectives of this assignment are as follows:

- The purpose of the assignment is botanical assessment (terrestrial flora) of two significant Peatlands/peatlands complex of KPK.
- To develop Management Plan of the selected peatlands/peatlands complex.
- To prepare the Ramsar Information Sheet (RIS) of the selected Peatlands/peatlands complex

### Scope of Work:

#### ➤ Geographic Scope of Ecological Surveys:

The geographic scope of ecological surveys covers two significant Peatlands/peatlands complex including **i) Broghil Valley (Upper Chitral)** and **ii) Laspur Valley (Lower Chitral)** in KPK.

➤ **Detailed ToRs of a Botanist are:**

A complete knowledge of the terrestrial flora of the area (observed/reported) is necessary for preparation of management plans and Ramsar Information Sheet (RIS) of the Peatlands. Standard methods/protocols shall be used to assess the terrestrial flora of the area. Special emphasis will be laid on the threatened and near-threatened and rare or key species of economic value and ecological character threats and responses to the sites during the surveys. The botanist shall:

**A. Specific information required:**

- i) Provide detailed information if the peatland contains a representative, rare or unique example of a natural or near natural peatland type found within the appropriate geographic region;
- ii) Provide detailed information if the peatland supports vulnerable, endangered, or critically endangered species or threatened ecological communities;
- iii) Provide detailed information if the peatland supports populations of floral species important for maintaining the biological diversity of a particular biogeographic region;
- iv) Provide detailed information if the peatland supports floral species which are at a critical stage in their life cycles, or provides refuge during adverse conditions;
- v) Provide detailed information if the peatland/peatlands complex supports a significant proportion of indigenous floral subspecies, species or families, life-history stages, species interactions and/or populations that are representative of peatland benefits and/or values and thereby contributes to global biological diversity;
- vi) Provide detailed information if the peatland/peatlands complex is an important source of food for fishes, invertebrates spawning ground, nursery and/or migration path on which fish stocks, either within the peatland or elsewhere, depend;
- vii) Provide detailed checklist of floral species observed/reported in the selected peatlands/peatlands complex, types, role in terrestrial ecosystem;
- viii) Provide detailed information if the peatland regularly supports 1% of the individuals in a population of one species or subspecies of peatland-dependent floral species;
- ix) Provide details of floral species that have been introduced (accidentally or intentionally) and/or those that are invasive. Describe the impacts by invasive and/or alien species on the peatland and factors adversely affecting the peatland's ecological character;
- x) Provide detailed information if the peatland is used for recreation/tourism; indicate type(s) and their frequency/intensity;
- xi) Provide detailed information about the current scientific research and facilities at the peatland (e.g., details of current research projects, including biodiversity monitoring; existence of a field research station, etc);
- xii) Provide detailed information about the current communications, education and public awareness activities related to or benefiting the site (e.g. visitors' centre, observation hides and nature trails, information booklets, facilities for school visits, etc.)
- xiii) Provide details about the current land use (both peatland itself and surrounding and catchment areas) including information about human population in the area, land and water use at the peatland, e.g., water supply for domestic and industrial use, irrigation, agriculture, livestock grazing, forestry, fishing, aquaculture and hunting etc;
- xiv) Provide information about ecosystem services, ecological character, threats and responses to the sites.
- xv) Provide information about conservation measures taken in the area e.g. national protected area status of the peatland, IUCN protected area category, any management plans of the Peatlands prepared/approved/implemented, cite the management plan documents, any other conservation measures taken such as restrictions on development, management practices beneficial to wildlife, closures of hunting, etc.

## **B. General information required:**

- i) Review of the secondary information available on the flora of the area;
- ii) Develop methodologies and protocols used for the sampling, classification, evaluation, and monitoring of terrestrial ecosystems of selected Peatlands/peatlands complex;
- iii) Perform floral habitat assessment;
- iv) List all the floral species and sub-species in the area;
- v) Identify threatened (Critically endangered, endangered and Vulnerable), near-threatened and species of rare or economic significance;
- vi) Evaluate present threats to the flora of the area;
- vii) Identify impacts on the flora of the area, mitigations and recommendations.
- viii) Provide good quality pictures of significant flora in the area;
- ix) Provide a comprehensive report along with recommendations.
- x) Provide detailed account (description, habitat and threats) of all species observed/reported in the selected peatlands/peatlands complex.
- xi) Provide High Resolution pictures of significant terrestrial flora in the area;
- xii) Provide detailed GIS based map of study area;
- xiii) Provide a comprehensive report along with recommendations/opportunities.

## **4) DELIVERABLES**

### **Following is list of specific tasks:**

- A total of 02 comprehensive reports of 02 Selected significant Peatlands/peatlands complex in KPK.
- Detailed account (description, habitat and threats) of all species observed/reported in the selected peatlands/peatlands complex
- High Resolution pictures of terrestrial flora of the selected 02 Peatlands/peatlands complex
- Key recommendations/opportunities based on the findings.
- Detailed GIS based map of study area.

## **5) PROJECT/ ASSIGNMENT TIMELINE**

- The total duration for this assignment is 6 months.

## **6) REQUIREMENTS**

The Consultant should possess the following qualifications and expertise: **Minimum requirements**

- At least a Postgraduate degree in Botany, Forestry, Environmental Science or other related fields from a recognized university, with a solid understanding of terrestrial flora and vulnerability assessments.
- Minimum 05 years of experience in related discipline.
- Sound knowledge and understanding of peatland assessment and Environmental Management Plan development.
- Experience in working with international donors would be an advantage.
- Proven English language proficiency, quality report writing, analytical and presentation skills.
- Experience in doing ecological assessments for conservation and nature-based solutions would be an advantage.

**Conditions:**

- WWF-Pakistan reserves the right to accept any proposal or reject all proposals.
- Only shortlisted consultants will be contacted for further consideration.

## 7) CORRESPONDENCE & SUBMISSION OF PROPOSAL

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

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

<https://forms.gle/Mr6EeFsPHYytky9F9>

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

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

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.

## 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 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 Pak Rs, the total price shall include all costs related to service provision including applicable taxes. The boarding and lodging (Travel, accommodation and food etc) will be provided by WWF-Pakistan.

### **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.

## 9) 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. The boarding and lodging (Travel, accommodation and food will be provided by WWF-Pakistan) .

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 GB.

**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. The boarding and lodging (Travel, accommodation and food will be provided by WWF-Pakistan.

- 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

## 11) DOCUMENTATION AND CONFIDENTIALITY

the comparative process

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

The maximum Budget ceiling for this activity is PKR 1200,000/- inclusive of all taxes.