



# RFP FOR CONSULTANCY SERVICES

## WWF-PAKISTAN

Subject:

**Designing and Development of a Miyawaki Urban Forest and Drought Resistant Garden at a School located in Garden Area of Karachi.**

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**Application Submission:**

Interested consultants should submit the Proposal on **Application Form Available Online** or can access through following Link: <https://forms.office.com/e/sxNStCNxPM>

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## 1) INTRODUCTION & BACKGROUND

Contract type:	Consultancy and Services
Duration of assignment:	1 Month (September 25, 2025, to October 25, 2025)
Type:	Firms / Academic / Research Institutions

### **Background of Project & Assignment:**

WWF Pakistan, founded in 1970, is the most significant independent nature conservation NGO in Pakistan, with over 20 offices nationwide and an average annual budget of 5.06 million euros, mainly financed by private and public funding. WWF Pakistan has a mission to preserve the country's incredible biodiversity and natural resources through the aforementioned practices. Since its inception, WWF Pakistan has implemented over 200 projects and programmes. WWF Pakistan collaborates closely with local and national partners, the government, private sector partners, researchers, and communities.

Under the Freshwater Programme, WWF-Pakistan, in collaboration with GSK, is implementing a five-year project across strategically important regions of the Indus River Basin, including Karachi, Lahore, Keenjhar Lake, and the Indus Delta. The project aims to protect and restore freshwater ecosystems through nature-positive solutions, aligned with global frameworks such as the Sustainable Development Goals (SDGs), the Global Biodiversity Framework, and the Freshwater Challenge.

## 2) GENERAL CONDITIONS

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.

- 1) 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.
- 2) 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.
- 3) 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.
- 4) 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.
- 5) The RFP is not a binding agreement between the parties, submission of a proposal or response by a proponent is voluntary.
- 6) 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

### **Objective of the Consultancy:**

The purpose of this consultancy is to provide technical expertise for the design and implementation of an urban forest using the Miyawaki technique at a school in Garden, Karachi and a garden of drought resilient plants. The intervention seeks to enhance biodiversity, improve ambient air quality, and mitigate the urban heat island effect by developing Miyawaki forest with approximately 100 native trees of different species selected for their ecological suitability and adaptive value as well as developing a drought resilient garden in the school. The consultant will be responsible for overseeing the entire implementation process, including site survey, excavation, land preparation, species selection, plantation, installation of protective fencing, and development of an irrigation and maintenance plan. In addition, the consultant will ensure that

sustainability protocols are integrated with clear guidelines for post-establishment care, monitoring, and long-term community stewardship. Beyond ecological restoration, the consultant will provide training to build the capacity of students, teachers and designated staff for effective participation in the care, monitoring, and long-term sustainability of the established Miyawaki urban forest and drought resilient garden.

### **Detailed Terms of Conditions of the Assignment:**

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

- **Establishment of the Miyawaki Urban Forest**
  - a. Identify, and supply the necessary raw materials, tools, and equipment required for excavation and land preparation, including the application of compost, cocopeat, and other soil-conditioning materials.
  - b. Execute the complete land preparation process to ensure readiness for plantation.
  - c. Ensure the availability of approximately 100 native plants in healthy condition, such as Sehtoot, Jamun, Badam, Cheeko, and Ber, etc. A detailed list of proposed species is provided in **Annex A**, however, the final selection may be adjusted based on species availability and site conditions, as per the approval of WWF-Pakistan's team.
  - d. Carry out the plantation process in the designated area in accordance with Miyawaki technique and principles, ensuring appropriate spacing, layering of soil conditioning materials, and density to achieve rapid growth and high ecological value. The site layout plan and plantation area scheme can be found at **Annex-B** for reference and area size.
  - e. Undertake all protection measures, including the installation of a fence around the plantation site using bamboo and PVC coated GI wire mesh with the provision of an entrance gate to safeguard saplings during the establishment and growth phase. The fencing details and layout can be found at Annex-C for reference and sizing.
  - f. Ensure that the entire development process is 100% organic with no addition of chemicals and pesticides.
- **Establishment of the Drought Resilient Garden**
  - a. Identify, and supply necessary raw materials, tools, and equipment for excavation and soil preparation.
  - b. Execute the complete land preparation process to ensure readiness for plantation.
  - c. Identify and recommend the most suitable drought-resilient species adapted to Karachi's semi-arid climate, with low soil nutrient and water requirements, and ensure timely supply of the finalised species at site following WWF-Pakistan team's approval.
  - d. Carry out the plantation process for the drought resistant plant species in the designated area for drought resistant garden. The site layout plan and plantation area scheme can be found at **Annex-B** for reference and area size.
  - e. Undertake protective measures including the installation of a fence around the plantation site using bamboo and PVC coated GI wire mesh with the provision of an entrance gate to safeguard saplings during the establishment and growth phase. The fencing details and layout can be found at **Annex-C** for reference and sizing.
  - f. Ensure that the entire development process is 100% organic with no addition of chemicals and pesticides.
- **Establishment of a Walkway**
  - a. Design and develop a walking track within the designated site using concrete pavers in accordance with the site layout plan which can be found at **Annex-B**.
- **Installation of Informational Signage**
  - a. Design and install information signage for planted species with both the Miyawaki urban forest and drought-resilient garden incorporating the information such as local name, scientific name, common English name of the species, where relevant. The final design of the sign boards shall be approved from WWF-Pakistan team.
- **Capacity Building, Training and Knowledge Development**
  - a. Design and deliver interactive training sessions for students, teachers, and designated staff on the importance of urban forestry, Miyawaki technique, drought resilient plantation and their essential maintenance practices.

- b. Develop comprehensive guidelines and Standard Operating Procedures (SOPs) for post-plantation care, including but not limited to watering schedules, pruning, weeding, and organic pest management.
- c. Prepare and provide a sustainability and handover plan that ensures the forest becomes a self-sustaining ecosystem after the initial two-year establishment phase, with ownership and management transferred to the school.

#### 4) DELIVERABLES

- Establishment of the Miyawaki urban forest in the school as per above mentioned criteria.
- Establishment of a demonstration garden with drought-resilient plant species suited to Karachi's semi-arid conditions.
- Construction of a walkway using concrete pavers and the information signage installation.
- Development of training materials, delivery of capacity-building sessions, and preparation of post-care guidelines/SOPs to ensure effective long-term maintenance and sustainability of the Miyawaki urban forest and drought resilient garden.

#### 5) REQUIREMENTS

- Education: The consultant(s) should possess an advanced academic qualification, preferably a PhD or Master's degree in Environmental Engineering, Urban Engineering, Environmental Science, Agriculture Engineering or a closely related discipline.
- Experience: At least 03-05 years of demonstrable previous experience in designing and implementing Miyawaki urban forestry and/or drought resistant garden projects in semi-arid urban contexts.
- Knowledge of WWF's work globally and regionally is an asset.

#### 6) CORRESPONDENCE & SUBMISSION OF PROPOSAL

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

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

<https://forms.office.com/e/sxNStCNxPM>

##### 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))

**Cc:** [Assadullah \(assadullah@wwf.org.pk\)](mailto:assadullah@wwf.org.pk)  
Syed Ali Larosh Zaidi ([salzaidi@wwf.org.pk](mailto:salzaidi@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.

#### 7) FORMAT OF THE PROPOSAL

Enquiries after the foregoing deadline will not receive a response.

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.

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.

2) **Proposal outlining scope consultancy service-** Description of scope and working process and complete

methodology, bill of quantities (BoQ), material specifications, resource requirements, stages, deliverables, exclusions, conditions.

- 3) **Provide template of already completed similar type of reports / Guidelines / SOPs-** the WWF-PAKISTAN may request additionally;
- 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 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, Transportation of material, Travel, Boarding & Lodging.

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 Sindh

**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

The total budget allocated for this consultancy, including direct and indirect taxes, transportation of material, travel, boarding and lodging, and out-of-pocket expenses, is **PKR 1,200,000/-**

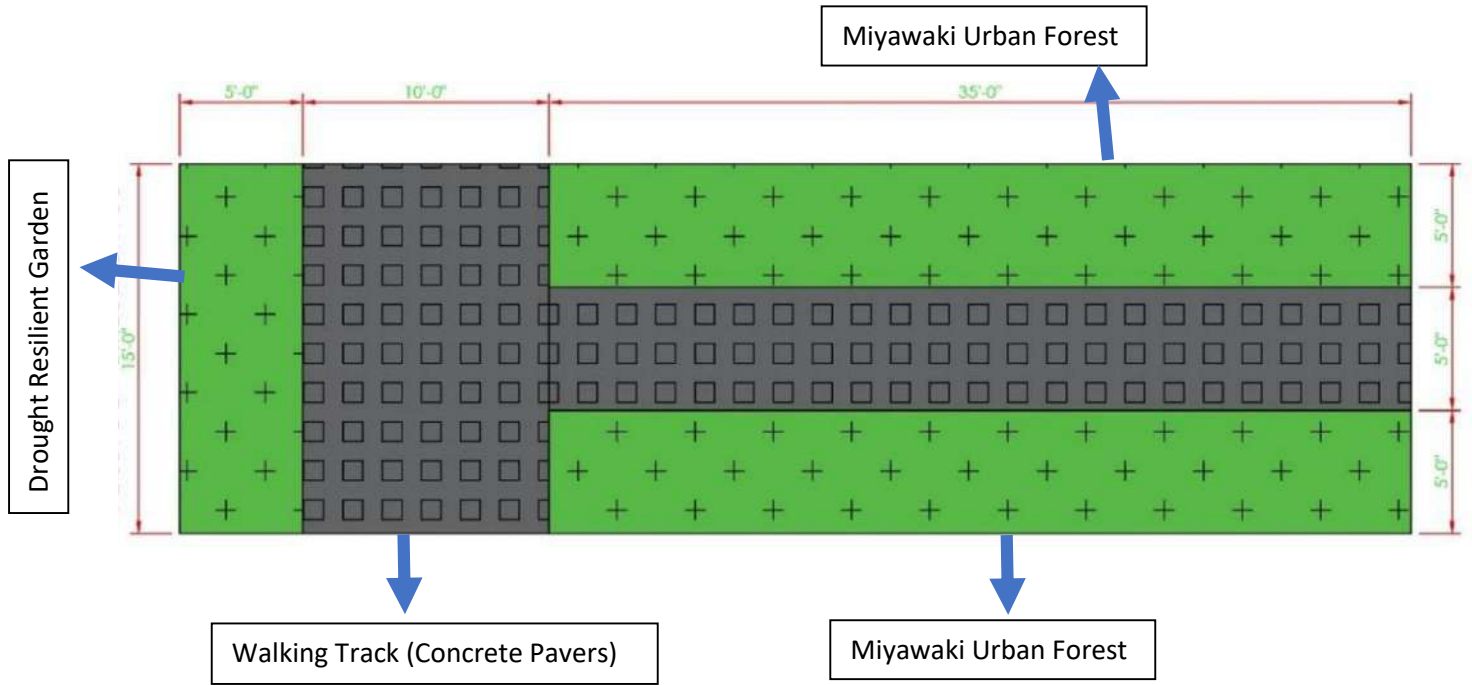
**Annex – A:**

**List of Proposed Native Tree Species for Miyawaki Urban Forest development in Karachi**

<b>S.No</b>	<b>Local Name</b>	<b>Scientific Name</b>	<b>English Name</b>
1	Sehtoot	<i>Morus nigra</i>	Mulberry
2	Jamun	<i>Syzygium cumini</i>	Java Plum
3	Badam	<i>Prunus dulcis</i>	Almond
4	Anjeer	<i>Ficus carica</i>	Common Fig
5	Ber	<i>Ziziphus mauritiana</i>	Indian Jujube
6	Amrood	<i>Psidium guajava</i>	Guava
7	Anar	<i>Punica granatum</i>	Pomegranate
8	Citrus Tree	<i>Citrus limon</i>	Lemon
9	Curry Patta	<i>Murraya koenigii</i>	Curry Leaf
10	Imli	<i>Tamarindus indica</i>	Tamarind
11	Falsa	<i>Grewia asiatica</i>	Berry
12	Amaltas	<i>Cassia fistula</i>	Golden Shower
13	Cheeko	<i>Manilkara zapota</i>	Sapodilla
14	Shareefa	<i>Annona squamosa</i>	Sugar Apple

Annex – B

Site Layout Plan for the Development of Miyawaki Urban Forest and Drought Resilient Garden



**Planting scheme plan of the proposed Miyawaki Urban Forest**

