



Consultancy Ref No: 196/Freshwater/25-26

**RFP FOR CONSULTANCY SERVICES**

**WWF-PAKISTAN**

**SUBJECT:**

**THIRD-PARTY EVALUATION / VALIDATION OF WATER REPLENISHMENT THROUGH PROJECT  
INTERVENTIONS- LAHORE & MULTAN**

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**Application Submission:**

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

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

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## 1) INTRODUCTION & BACKGROUND

Contract type:	Consultancy and Services
Duration of assignment:	2 months (15th December 2025- 15th February 2026)
Type:	Firm/individual(both)

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

WWF-Pakistan is executing/implementing a project titled "Community-Water Stewardship Replenishing Water Resources in Lahore & Multan catchments" funded by PepsiCo. The project aims to replenish water in Lahore & Multan through different interventions like Rooftop Rainwater Harvesting Systems, Recharge Wells, drinking water filtration plants, Ablution Water Reuse Systems and Floating Wetlands as Nature Based Solutions (NBs) and Agriculture practices for the treatment of wastewater.

This document contains Terms of Reference (TORs) for the Consultant, to be engaged by WWF- Pakistan (hereinafter called the Employer), to conduct a third-party validation of the volume of water replenished and used through the interventions. The assignment is based in Lahore & Multan City

## 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:

WWF-Pakistan requires the services of a consultant for conducting a volumetric calculation/analysis of annual water replenishment and usage through project interventions and monitoring the performance of the project and the specific interventions which include the following:

- I. Rainwater Harvesting Systems (RWHSs)
- II. Ablution Water Reuse Systems (AWRS)
- III. Drinking Water Filtration Plants
- IV. Floating Treatment Wetland (FTW)
- V. Agriculture Practices
- VI. Recharge wells

#### b. Specific Tasks:

- Development of methodology for volumetric calculation of water replenishment for each intervention:
- The consultant will develop a separate methodology for the annual volumetric calculation/analysis of water replenishment through each intervention based on the guidelines provided by Volumetric Water Benefit Accounting (VWBA) and other guidelines in the context of local parameters.
- Verification of water replenishment numbers achieved so far since the completion of the installation of each intervention
- Analysis of Results and Report Submission.

The final report must be comprehensive, containing details of calculation methodology, accounting of financial benefits to the communities

### 4) Deliverables

- Submission of inception report for volumetric calculations of water replenishment through each intervention that contains the following details
- Introduction
- Separate Chapter for each intervention that includes a description of the intervention, location, capacity, and replenishment target achieved from the date of installation, calculations, methodology, etc.
- Submission of data logbooks/survey sheets.
- Submission of final report after incorporating comments from the technical team
- Submission of the presentation containing major information
- Provision of action plan and suggestions for project sustainability.
- Certificate of the audit.

### 5) project / Assignment timeline

The consultancy assignment must be completed within two months starting from 15th December 2025 to 15<sup>th</sup> February 2026.

## 5) REQUIREMENTS

- The consultant/firm should have familiarity with hydrological analysis, water resource management and water conservation.
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- Minimum 05 to 7 years of experience in providing consultancy services for hydrological assessment/analysis, water resource management, water conservation interventions and hydrological modeling.
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- The consultant/firm must have a valid/active NTN number
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- Should be able to follow all the required Health, Safety and Environmental (HSE) protocols, as specified under the WWF-Pakistan HSE safeguard policy.
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- Should adhere to WWF-Pakistan's Environmental and Social Safeguards Framework (ESSF)
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- Should be able to comply with all the national and provincial labor protocols.

## 6) CORRESPONDENCE & SUBMISSION OF PROPOSAL

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

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

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

2. 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](mailto:fakhan@wwf.org.pk))

**Cc:** Assadullah ([assadullah@wwf.org.pk](mailto:assadullah@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.

## 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 KP

**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:	Man Days [MD] / Man Months [MM]			
2. Others				
<b>Grand Total Inclusive of All direct or indirect Taxes and Out of Pocket Expenses</b>				

## 9) EVALUATION PROCESS

Applicants' 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, are 1,000,000/PKR.