



Consultancy Ref No: 210/IWT/26-27

RFP FOR CONSULTANCY SERVICES

WWF-PAKISTAN

SUBJECT:

Develop Training Material and Deliver Training to Wildlife Rangers from Punjab, Sindh, And Azad Jammu and Kashmir (AJ&K) Wildlife Departments On “Wildlife Crime Monitoring”

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:	05 months – (1 st January 2026 to 31 st May 2026)
Consultant	Firm/Individual (Both)

Pakistan is home to a diversity of rare, endemic, and endangered wildlife species, making it a critical biodiversity hotspot in the region. However, this ecological richness has increasingly come under threat from poaching and the illegal wildlife trade (IWT), driven by both domestic and international demand—particularly from Southeast and East Asian countries for use in food, traditional medicine, and exotic pet markets. Pakistan's strategic geographic position, with access to multiple ports and porous borders, has unfortunately made it a source, consumer, and transit country for wildlife trafficking, involving species ranging from reptiles, mammals, and birds to timber and medicinal plants.

Wildlife crimes have emerged as one of the most lucrative transnational organized crimes globally, threatening biodiversity, undermining rule of law, and endangering ecosystem stability. With illegal wildlife trade estimated to be worth billions of dollars annually, effective wildlife crime investigation and enforcement are crucial for conservation, security, and sustainable development. These crimes are often interlinked with corruption and economic crimes, and can threaten the rules of law, governance and national security. Wildlife crimes rob local communities of their livelihoods and negatively impact on their social and economic development.

Wildlife rangers are at the forefront when it comes to tackling wildlife-related crimes. Traditionally, wildlife rangers were seen as militarized field enforcers. They operated with minimal education, relied on ammunition and patrols, and were trained primarily for protection duties within protected areas. Their job was largely reactive responding to poaching threats through direct confrontation. However, as environmental threats and wildlife crimes have become more complex and transboundary in nature, so too has the ranger's role evolved significantly.

Today's poachers and traffickers are part of well-financed criminal networks. Their operations have extended into the digital realm, using encrypted communication, black-market networks, and illegal online trade. Given the circumstances, the role of wildlife rangers in monitoring local wild animals, educating communities, and combatting poaching has been rapidly evolving, forcing rangers to acquire new skills and learn the latest technologies.

As poaching syndicates grow more organized, there is a pressing need to enhance the field capacity of wildlife rangers and enforcement officials through advanced wildlife crime monitoring and management trainings. WWF Pakistan under its project, "Combating Wildlife Trafficking in Pakistan" intends to hire the services of consultant for,

1. Developing comprehensive resource/training material on "Wildlife Crime Prevention and Monitoring"
2. Delivering two days comprehensive training on above said subject each at AJK, Punjab and Sindh to respective wildlife departments

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 objective of this consultancy is to build and strengthen the technical capacity of wildlife rangers from Punjab, Sindh and AJK Wildlife Departments in wildlife crime prevention and monitoring, with a focus on practical, hands-on training in collecting and preserving forensic evidence, managing wildlife crime scenes, understanding legal frameworks, and integrating modern technologies for detection and prevention by,

1. Developing comprehensive resource/training material on "Wildlife Crime Prevention and Monitoring
2. Delivering two days comprehensive training on above-said subject each at AJK, Punjab and Sindh

b. Specific Tasks:

1.1. The consultant will be required to undertake the following specific task

1.1.1. Develop comprehensive resource/training material on "Wildlife Crime Monitoring"

Under this assignment, the consultant will be required to develop comprehensive training material for the said subject. The resource/training material must cover the following chapters,

- i. Introduction to Wildlife Crimes – Definition and global trends in wildlife crimes, drivers and economic value of illegal wildlife trade, impact on biodiversity and ecosystem services, key trafficked species and red flags, understanding motivations behind wildlife crimes, psychology of poachers and traffickers
- ii. Wildlife Crime Scene Investigation (WCSI) and Management – Systematic approaches to wildlife crime scene identification and management, securing and documenting wildlife crime scenes, photographic documentation, crime scene sketching, comprehensive field notetaking for official records, chain of custody protocols, identification and preservation of evidence, transfer methods for collected physical evidence to maintain evidentiary integrity, asset tracking and seizure procedures, wildlife forensic techniques, roles of first responders in enforcement, role of

- informants and whistleblowers, digital monitoring of online wildlife markets, promoting effective coordination among wildlife rangers and other related LEA personnels to strengthen inter-agency collaboration and operational efficiency, risk assessment and team coordination, criminal profiling tools and models
- iii. Legal Framework and Institutional Roles - Legal classification of species international frameworks and protocols (CBD, CITES, CMS, Ramsar conventions etc.), provincial (Punjab, Sindh and AJK) and Federal legislations (Acts and by laws in site specific context), enforcement challenges, key elements of prosecuting wildlife crimes, interviewing suspects in wildlife cases, rapid response and extradition procedures, role of environmental courts, working with prosecutors and judges, witness protection and case preparation, importance of sentencing in deterrence, joint operations and intelligence sharing,
 - iv. Community Engagement - Exploitation of vulnerable communities by poachers, educating local populations about wildlife laws, community intelligence and reward systems, building trust with local communities, addressing cultural beliefs and practices

1.1.2. As key resource person and deliver two days comprehensive training on above said subject each at AJK, Punjab and Sindh

Under this assignment, the consultant will be required to,

- i. Prepare interactive lectures using multimedia content, scenario-based simulations and tabletop exercises, case study analysis and group discussions, role-playing and mock crime scene investigations aligned with the operational realities and enforcement challenges faced by frontline wildlife staff in site specific context, assessments through quizzes for the training sessions on the above-mentioned content under the heading Developing comprehensive resource/training material
- ii. The training content, presentations, and reading material should be developed in a manner that is linguistically accessible, with Urdu bilingual content wherever necessary to ensure clarity and comprehension among all field staff and participants.
- iii. All resource materials, session content, and presentations will feature the logos of WWF-Pakistan, INL, and the U.S. flag on the booklet, in accordance with the branding guidelines provided by WWF-Pakistan.
- iv. Share the session materials in advance before sessions with WWF-Pakistan’s IWT Project Team Lead for review, feedback, and suggested improvements.
- v. Deliver engaging, in depth, interactive and informative training on: Introduction to Wildlife Crimes, Wildlife Crime Scene Investigation (WCSI) and Management, Legal Framework and Institutional Roles and Community Engagement
- vi. The training sessions will be planned and scheduled through mutual agreement between WWF-Pakistan and the consultant, considering the project timeline. All dates and specific venues will be jointly determined by both the parties.
- vii. There will be in total three training courses, two days each at decided venues in Punjab, Sindh and AJK

4) DELIVERABLES

- i. Digital copies of comprehensive resource/training material developed on “Wildlife Crime Monitoring”
- ii. Tentative Agenda for technical training sessions
- iii. Delivery of three (03) training sessions of two (02) days each at Punjab, Sindh and AJK
- iv. Final Report, lessons learnt and way forward

5) PROJECT/ ASSIGNMENT TIMELINE

1st January 2026 to 31st May 2026 (05 months)

Consultant will be required to provide the breakup of tentative workplan in accordance with the given timeline.

6) REQUIREMENTS

The interested consultant(s) should meet the following criteria:

1. The consultant (Firm / Individual) should have at least 5 (five) years of relevant experience in the field of developing and designing awareness material, conducting awareness sessions and reporting
2. Strong understanding of wildlife crimes, regional, provincial and national and trans boundary perspectives of wildlife crimes, wildlife crime scenes investigation, monitoring and wildlife crime prosecution, wildlife in Pakistan, including relevant national and provincial laws governing wildlife crimes investigation and prosecution.
3. Proven training skills, audience engagement for interactive sessions, and simplifying the complex methods and tasks
4. Excellent writing, communication, and facilitation skills.
5. The firm should be registered with income tax and / or sales tax departments (NTN numbers should be clearly mentioned and valid documentary evidence be attached).
6. The consultant will be responsible for delivering high-quality services, maintaining client confidentiality, and providing expertise in ecological advocacy / policy/ governance
7. The consultant will provide the reports and presentations as per given timelines and deliverables for review from WWF Pakistan team and will be responsible for adhering to given timelines
8. Update WWF-Pakistan about the progress of the project on regular basis (Weekly basis or when need be)
9. Collaborate with WWF-Pakistan IWT – INL project team for visits.
10. Incomplete quotations, quotations not conforming to tender requirements or with vague replies will not be considered.
11. All the taxes levied must also be clearly stated.

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)

Cc: Assadullah (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

1. The proposed prices shall be provided in PKR
2. The consultant will submit the cost of the assignment in a lump sum, including all applicable taxes according to the Government of Pakistan
3. The boarding and lodging (Air and local travel, accommodation and food) of the consultant (individual or team) will be covered by WWF-Pakistan as per budget ceiling available

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 (PKR)
1. Remuneration	12	1	56,000	672,000
2. Air Travel	Air travel cost for trainer will be covered by WWF-Pakistan as per available budget			
3. Road Travel	Road travel cost for trainer will be covered by WWF-Pakistan as per available budget			
4. Boarding/Lodging	Boarding and lodging cost for trainer will be covered by WWF-Pakistan as per available budget			
5. Others (Please specify) Training Material, Printing, Photocopies, Color printing, practical demonstration equipment	All the costs related to training sessions (venue & meals), trainees (boarding and lodging), training material, printing, photocopies etc. will be covered by WWF-Pakistan			
Grand Total Inclusive of All direct or indirect Taxes and Out of Pocket Expenses				

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 (lodging& boarding) are 1,276,240/- /PKR.