



Consultancy Ref No:271/RP/26-27

RFP FOR CONSULTANCY SERVICES WWF-PAKISTAN

SUBJECT

**Training on Project Monitoring, Valuation and Results Reporting
for Recharge Pakistan**

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: 3 working days

Type: Individual/firm

Background of Project & Assignment:

Recharge Pakistan (RP) is a flagship initiative aligned with the Government of Pakistan's 2021 Nationally Determined Contributions (NDCs), aimed at enhancing climate resilience through Ecosystem-based Adaptation (EbA) and green infrastructure (GI) interventions.

RP completed its baseline assessment in July 2026, establishing reference conditions for the project's hydrological, ecological, socio-economic and economic valuation indicators. As implementation of GI and EbA interventions progresses, WWF-Pakistan, including RP's Site Implementation Units (SIUs) and Programme Management Unit (PMU), and provincial and federal implementing partners require practical skills to monitor implementation, measure project outcomes, interpret baseline and monitoring data, undertake economic valuation, and communicate project results to government and development partners.

These Terms of Reference (TORs) are for the engagement of an individual consultant or consulting firm to undertake a 2.5-day capacity building training enabling WWF-Pakistan staff and relevant government counterparts to independently plan, implement, report, and interpret project monitoring and mid- and end-line evaluation activities up to 2031.

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 the service provider 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 the consultancy is to equip Recharge Pakistan's Site Implementation Units (SIUs) and Programme Management Unit (PMU), and provincial and federal implementing partners, with practical skills to monitor implementation, measure project outcomes, interpret baseline and monitoring data, undertake economic valuation, and communicate project results to government and development partners. A capacity building training is therefore planned which shall be based primarily on Recharge Pakistan's baseline datasets, monitoring framework, baseline Cost Benefit Analysis (CBA) and valuation workbook and project documentation, ensuring that participants learn to apply the project's actual methodologies vs. generic monitoring concepts.

In terms of outcomes, participants should be able to:

- Understand the purpose and use of monitoring and evaluation, including the distinction and relationship between baseline, midline, endline and routine monitoring;
- Understand basic principles for designing monitoring tools and measurement approaches, including sampling, generalizability, confidence intervals, precision and data quality;
- Interpret the Recharge Pakistan baseline, indicator framework and the use of baseline values as reference points for monitoring change over time;
- Apply project-relevant approaches for monitoring hydrological, biophysical and ecological, biodiversity, socio-economic, greenhouse gas and intervention-performance indicators;
- Understand the use of quantitative, qualitative, watershed and field-based evidence, including triangulation and consistency of measurement over time;
- Apply economic valuation concepts in relation to avoided damages and losses, ecosystem services, carbon, cost-effectiveness, cost-efficiency and alternative infrastructure comparisons;
- Understand the structure, assumptions, calculations and practical use of the Recharge Pakistan Baseline CBA workbook and associated spreadsheets; and
- Apply the above to interpretation and communication of monitoring and valuation results for project management, learning, adaptive decision-making and reporting.

Specific tasks are as follows:

The consultant will develop and facilitate an approximately 2.5-day practical capacity-building programme. The indicative distribution of training time is approximately 20% for core M&E foundations, 35% for project-specific technical monitoring and 45% for economic valuation, workbook application and interpretation. The sequencing and emphasis may be adjusted in consultation with WWF-Pakistan to reflect the participant profile and available training time.

The 2.5-day practical programme will cover, at a minimum:

Module 1 - Core Monitoring and Evaluation Foundations (approximately 20%)

This module will provide a concise practical foundation in the concepts needed to understand and use the project's monitoring framework. It is intended to support application to Recharge Pakistan rather than provide a stand-alone general M&E course. It will cover the following:

- monitoring and evaluation concepts and their role across the project cycle;
- baseline, midline, endline and routine or periodic monitoring approaches;
- indicator formulation, measurement definitions, frequency and sources of verification;
- quantitative, qualitative and mixed-method approaches to monitoring;
- sampling principles, sample size, representativeness, generalizability, confidence intervals and precision;
- design of questionnaires, observation tools, technical measurement protocols and qualitative instruments;
- data quality, validation, consistency, triangulation and comparability over time; and
- interpretation of monitoring evidence for learning, adaptive management and results reporting.

Module 2- Recharge Pakistan-Specific Monitoring Framework and Indicator Application (approximately 35%)

This module will focus on the practical interpretation and monitoring of indicator families used under Recharge Pakistan. Coverage will be based on the project's baseline and monitoring framework, with emphasis on maintaining comparable definitions, methods and evidence over time. Illustrative areas of coverage include:

Hydrological monitoring

- flood extent and flood-related exposure;
- soil infiltration, groundwater replenishment and related recharge indicators;
- water captured, retained or otherwise influenced by project interventions;
- water quality and other relevant hydrological condition indicators; and
- use of hydrological information together with GIS, remote sensing and field verification.

Biophysical, ecological and biodiversity monitoring

- riverine ecosystem restoration, wetland and channel rehabilitation and land under improved management;
- vegetation cover, plantation survival, habitat condition and ecosystem recovery;
- biodiversity indicators, including relevant bird, fish, macroinvertebrate, freshwater turtle and Indus River Dolphin indicators; and
- field verification and ground-truthing of remotely sensed or watershed derived observations.

Socio-economic monitoring

- household and community indicators established through the baseline;
- livelihoods, agriculture, water access and exposure to climate and flood-related risks;
- dependence on ecosystem services and natural resources; and
- changes in vulnerability, resilience, adaptation and project-related benefits, where relevant to the monitoring framework.

Greenhouse gas emissions and fuel-consumption-related monitoring

- basic interpretation of greenhouse gas reduction or avoidance indicators;
- relevant activity data, including fuel consumption where applicable;
- linking activity data, emission factors and carbon-related calculations; and
- consistency of assumptions and data sources used for subsequent monitoring and valuation.

Monitoring of GI and EbA interventions

- engineering progress, construction milestones and completion status;
- functionality, maintenance and whether completed interventions are operating as intended;
- ecosystem restoration outcomes associated with interventions; and
- linking implementation evidence with hydrological, ecological and socio-economic outcomes.

Module 3 - Economic Valuation and Application of the Recharge Pakistan CBA Workbook (approximately 45%)

Economic valuation will form the largest single component of the programme. The module will use the Recharge Pakistan Baseline CBA workbook and associated calculation sheets as the principal practical learning resource, enabling participants to understand how monitoring information can feed into subsequent valuation and interpretation. The module will cover the following:

- purpose and structure of economic valuation within Recharge Pakistan;
- linking hydrological, ecological, biodiversity, socio-economic and emissions-related monitoring results with economic values;
- computation and interpretation of avoided flood damages and losses, including crop, livestock, housing, infrastructure and other relevant direct or indirect damages;
- use and interpretation of Federal Flood Commission damage factors and other project-relevant coefficients, where applicable;
- ecosystem service valuation, including habitat and cultural services;
- carbon valuation and the use of emissions-related information;
- cost-effectiveness and cost-efficiency analysis;
- comparison with alternative grey infrastructure costs, where relevant;
- understanding key assumptions, coefficients, calculation logic and sensitivity of valuation results;
- guided use of the Recharge Pakistan Baseline CBA workbook and associated calculation spreadsheets using project-relevant or illustrative values; and
- interpretation of valuation outputs for project learning, management, reporting and future economic assessment.

Interpretation and communication of results will be integrated across the modules, including reading trends against baseline values and targets, synthesising evidence across indicator families, using simple visual summaries or dashboards where useful, and communicating findings appropriately for technical, management, government and development-partner audiences.

In terms of training approach, the following is required:

- Recharge Pakistan baseline information, indicator definitions and monitoring materials;
- the Recharge Pakistan Baseline CBA workbook and associated calculation sheets;
- practical exercises and worked examples using project-relevant or illustrative data;
- hands-on spreadsheet exercises for economic valuation;
- GIS, remote-sensing and field examples where appropriate to the session and participant profile;
- facilitated discussion, group work and cross-disciplinary interpretation of indicators; and
- examples showing how monitoring findings can inform project learning, management and reporting.

4) Deliverables

In terms of deliverables, the following are required:

- an agreed training programme and agenda with indicative session objectives and time allocation;
- complete training modules covering core M&E foundations, Recharge Pakistan-specific technical monitoring and economic valuation, including presentation materials and supporting session notes;
- a consolidated participant reference resource incorporating key concepts, project-specific monitoring guidance and practical guidance for use of the Recharge Pakistan CBA workbook;

- a practical learning package for economic valuation, including guided workbook exercises and illustrated calculations; and
- electronic copies of the final training materials.

5) REQUIREMENTS

- Advanced university degree (Master's or higher) in environmental science, environmental management, natural resource management, economics, social sciences, or another relevant discipline; degrees in related fields will also be considered.
- At least 5-7 years of demonstrated professional experience in environmental, climate, natural resource or development projects, including monitoring, evaluation, assessment or results measurement.
- Demonstrated experience in monitoring and evaluation of nature-based solutions, preferably also ecosystem-based adaptation and green infrastructure, also watershed management, climate resilience or related interventions, including field-level monitoring where applicable.
- Demonstrated experience in economic valuation, cost-benefit analysis and/or ecosystem service valuation, including application of quantitative methods and interpretation of valuation results; familiarity with avoided damages/losses, cost-effectiveness and alternative infrastructure costing would be an advantage.
- Demonstrated experience in designing and delivering practical training for government and/or development-sector professionals, including preparation of training materials, practical exercises and tools; experience working with multidisciplinary teams and government institutions in Pakistan will be an advantage.
- Proficiency in **English, Urdu, and the relevant local language** should be mentioned as mandatory.
- **WWF core values:** A point should be added stating that the individual is expected to adhere to **WWF's core values**.

6) LOCATION OF THE CONSULTANCY

The consultancy is planned to be held at a venue in Islamabad.

7) 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>

1. If Any **Queries** may send 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.

2. 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 and all related Information.
- 2) **Experience:**
 - a) **Description of the complete projects:** the list and preferably, include projects where translation services have been provided for gender-related and environmental and social safeguards (ESS) documents.
 - b) General information about the completed 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.

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, 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

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: • Field • Office	Man Days [MD] / Man Months [MM]			
2. Air Travel	N/A	N/A	N/A	0
3. Road Travel	Road travel costs for consultants will be reimbursed on actual basis.			
4. Boarding/Lodging	Boarding and lodging costs for consultants will be paid on actual basis.			

5. Others (Please specify) Training Material, Printing, Photocopies, Colour printing, practical demonstration equipments e.g candling	Please separate remuneration and out-of-pocket expenses.
Grand Total Inclusive of All direct or indirect Taxes and Out of Pocket Expenses	

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 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

Legends:	Maximum Points
Q Qualifications/CVs of team is mandatory	30
E Experience relevant to the assignment	30
A Adequacy of the proposed methodology and work plan	20
S Skills & Competencies for the assignment	10
P Prior experience with WWF-Pakistan	10

11) 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.

12) BUDGET