



Consultancy Ref No: 273/BCI/26-27

RFP FOR CONSULTANCY SERVICES WWF-PAKISTAN

SUBJECT:

Consultancy for Developing Appropriate Fabric Coverall of Personal Protective Equipment (PPE) Kit According to Local Climatic Conditions- 2026

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:	1 Months
Type:	Both Individual/Firm

Background of Project & Assignment:

In Punjab and Sindh, Pakistan, WWF Pakistan is leading a project funded by Better Cotton Initiative/GIF on sustainable Cotton Production. This project empowers cotton farmers by equipping them with the knowledge and skills to adopt the Better Cotton Standard System (BCSS). The focus is on providing comprehensive training and improving adoption on sustainable cotton farming including Soil health management, water management, crop protection, pesticide use, biodiversity management, decent work and sustainable livelihood.

The use of pesticides has social as well as environmental impact and injudicious use of harmful chemicals can cause poisoning of pesticide applicators. WWF-Pakistan actively promotes safe and comprehensive handling storage and application of chemical pesticides on cotton crop. Application of harmful chemicals pesticides without proper protection can have serious chronic as well as acute effects on human health. Farmers and pesticide applicators do not use proper protective equipment (PPE) kit due reasons like harsh weather conditions, unavailability of personal protective equipment and extra expenses. Development of a coverall that is compatible with the local environment can help in sensitization and create awareness among the farming community to enhance the adoption of personal protective equipment (PPE) kit on large scale in Better Cotton project area.

To reduce the harmful effects of chemical pesticides, WWF Pakistan with financial support of Better Cotton aims to sensitize and encourage the cotton farming community to adopt the use of appropriate personal protective equipment (PPE).

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 major objective of this assignment is to develop a coverall of Personal Protective Equipment (PPE) kit that is wearable in local hot and humid conditions and restricts chemical pesticide penetration.

b. Specific Tasks:

- Developing a coverall of Personal Protective Equipment (PPE) kit that is wearable in local hot and humid conditions and restricts chemical pesticide penetration.

4) Deliverables

1. Inception meeting with project team
2. Submission of work plan along with timeline of the assignment
3. Developing & providing 10 samples of coverall to be tested in the field
4. Provide support and make necessary adjustments, if needed, in coverall samples after testing in the field

5) REQUIREMENTS

The Consultant should possess the following:

- a. Qualification
 - At least University Master's degree in Fibre and Textile Technology
- b. Eligibility
- c.
 - Identifies and aligns with the core values of the WWF organization: Courage, Collaboration, and Respect & Integrity;
 - Demonstrates WWF behaviors in way of working: Strive for Impact, Listen Deeply, Collaborate Openly, and Innovate Fearlessly;
 - Adheres to WWF's brand characteristics, which are: Knowledgeable, Optimistic, Determined and Engaging
 - Ability to plan and produce quality results on time
- d. Experience
 - Hands on experience in developing fibre and textile technology

6) CORRESPONDENCE & SUBMISSION OF PROPOSAL

1. Application Submission:

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

2. 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.

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.

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				

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
- CVs of team members
- Prior experience letters relevant to assignment

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

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 are PKR 716,000/-