

Government of Nepal
Ministry of Local Development
Department of Local Infrastructure Development and
Agricultural Roads (DoLIDAR)
Jawalakhel, Lalitpur

EXPRESSION OF INTEREST

Preparation of District Irrigation Master Plan of
Lamjung District

Consulting Firm/Joint Venture:

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.....
.....

Prime Consultant (in case of a JV):

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Government of Nepal
Ministry of Local Development
Department of Local Infrastructure Development and Agricultural Roads
(Irrigation, River Control & Other Infrastructure Development Section)
Jawalakhel, Lalitpur

Notice No: Irrigation 01/2066/067
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Expressions of Interest

The Government of Nepal, Department of Local Infrastructure Development and Agricultural Roads (DOLIDAR) invites EOI (Expressions of Interest) for the purpose of short listing the qualified, eligible and experienced domestic Consulting Firms for the preparation of District Irrigation Master Plan of Lamjung District. The budget for this purpose has been allocated by the Government of Nepal (GON) for the fiscal year 2066/067.

Experienced, eligible and willing Consulting Firms are invited to submit their EOI, either alone or in joint Venture with other firms. The EOI shall be submitted in a sealed envelope and must reach DOLIDAR, Jawalakhel no later than the working hours on the 15th day of first publication of this notice.

The received EOI shall be subjected to evaluation criteria based on general experience, experience in similar works as well as financial, equipment and human resource to produce a short list. The detailed evaluation criteria are attached with the EOI form availed at the above office or at web page: <<http://www.dolidar.gov.np>>. Certified evidences of completion of GON's projects as a corporate entity, individually or as one of the major Companies with a legal association from concerned agencies of GON, only will be counted.

In case the day of submission of the EOI falls on a public holiday, it shall then be submitted on the following working day. Only the shortlisted Consulting Firms shall be invited for RFP (Request for Proposal). DOLIDAR reserves the right to shortlist any or all of the Firms without assigning any reasons whatsoever. Further information or clarification can be obtained from Irrigation, River control and other infrastructure development Section, DOLIDAR (Phone: 5547264) during office hours.

INFORMATION ON THE CONSULTING FIRM

Information shall be provided in the following format. No field shall be left vacant. In case of a joint venture, the same form shall be filled by each of the JV partners separately. The form shall be submitted in the time, date and venue as mentioned in the published notice.

1. General

| Name of Firm | Address | Telephone | Email | Fax | JV Percent |
|--------------|---------|-----------|-------|-----|------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

Out of the above list,will be the Prime Consultant.

2. Financial Capacity

Annual turnover over the last three years are as follows. The auditor's report/tax clearance certificates are attached

| Fiscal year | Turnover (Rs) |
|-------------|---------------|
| | |
| | |
| | |

3. General Experience*

General experiences over the past 5 years are as follows. Work completion certificates are attached.

| Fiscal year | Project | Client | Contract amount (excluding VAT) | Year of completion | Variation if any |
|-------------|---------|--------|---------------------------------|--------------------|------------------|
| 2065/66 | | | | | |
| 2064/65 | | | | | |
| 2063/64 | | | | | |
| 2062/63 | | | | | |
| 2061/62 | | | | | |

4. Specific Experience*

Infrastructure related sector master plan preparation completed over the past 5 years are as follows. Work completion certificates are attached.

| Fiscal year | Project | Client | Contract amount (excluding VAT) | Year of completion | Variation if any |
|-------------|---------|--------|---------------------------------|--------------------|------------------|
| 2065/66 | | | | | |
| 2064/65 | | | | | |
| 2063/64 | | | | | |
| 2062/63 | | | | | |
| 2061/62 | | | | | |

** The firm/s shall produce certified evidences of completion of the job either as a corporate entity individually or as one of the major companies with legal association from concerned agencies of Government of Nepal. Sublet works or assignment as a sub consultant shall not be considered for evaluation.*

5. Unfinished Works

Uncompleted works over the past 5 years are as follows. Copies of relevant correspondence are attached.

| Year of Agreement | Due Date of Completion | Project | Client | Contract amount (excluding VAT) | Reason for Incompletion |
|-------------------|------------------------|---------|--------|---------------------------------|-------------------------|
| 2065/66 | | | | | |
| 2064/65 | | | | | |
| 2063/64 | | | | | |
| 2062/63 | | | | | |
| 2061/62 | | | | | |

6. Human Resources

We are in a position to deploy the following staff members:

| Staff Member | Number | |
|----------------------------|-----------|---------|
| | Permanent | On-call |
| Team Leader/Planner | | |
| Engineer(civil/irrigation) | | |
| Socio-economist | | |
| Hydrologist | | |
| GIS Expert | | |
| Support Personnel | | |

++ CV must be attached for the personnel other than support staffs.

7. Other Resources

Other relevant resources available with us are as follows. The office layout, invoice/bill of equipment / vehicle /software/computer is attached.

| Resource | Unit | Total Available | Engaged by Works on Hand |
|--|------|-----------------|--------------------------|
| Telephone | | | |
| Fax | | | |
| Photocopy machine | | | |
| Computer | | | |
| Printer / plotter | | | |
| Scanner | | | |
| GIS software | | | |
| GPS | | | |
| Drawing Boards | | | |
| Office Space (Area in m ²) | | | |

Authorized signature:

Seal:

Date:

ANNEX 1: INFORMATION TO THE CONSULTING FIRM

General Information

- Purpose of inviting the EOI: The main purpose is short-listing suitable consulting firm for District Irrigation Master Plan preparation so that proposals could be invited from them only. However, the client may extend the short-list to include additional relevant consulting firms which are capable of giving the desired output.
- Minimum eligibility of the firm: Registered civil engineering consulting firm, registered at VAT office
- Deadline for submission of EOI: 15 days from the date of first publication of the Invitation notice for EOI
- Number of copies to be submitted: one
- Joint Venture: A firm may apply to be short-listed alone or in joint venture with other firms. However once short- listed, JV partners are unchangeable.
- Duration of the assignment: The work shall be completed within five months from the date of signing of the contract.
- Information from the Client: The shortlist shall be published on the Client's notice board, at the website: www.dolidar.gov.np within a week from the last date of submission of the EOI. The Client shall mail the short-list to each of the firms/JV submitting the EOI and initiate the process of RFP without waiting for the receipt from the firms that they have received the short-list.

ANNEX 2: EVALUATION CRITERIA

(I) Eligibility Criteria (Pass / Fail)

| Sr. No. | Eligibility Criteria | Requirement | Compliance | Remarks |
|---------|----------------------------|---|------------|-----------|
| 1 | Corporate Registration | Mandatory | Yes/ No | Pass/Fail |
| 2 | Tax Clearance / Tax Return | Tax return/submission receipt for the last fiscal year Mandatory | Yes/ No | Pass/Fail |
| 3 | Vat Registration | Mandatory | Yes/ No | Pass/Fail |
| 4 | Minimum Years of Standing | The applicant or the Lead partner of J/v applicant must have min. 5 years of standing | Yes/ No | Pass/Fail |

(II) Ranking Criteria (Out of 100%)

| | | | |
|---|--|---|---|
| Experience of Consultant in general infrastructure planning and irrigation Project (70 marks) <i>Work Experience in similar Projects completed during last 5 years</i> | | Office Set up and Logistics (10 marks) | Availability of Staff (20 marks) |
| General experience of the consultant (20 Marks for max 4 infrastructure related projects size more than 3 Lakhs) (4*5=20) | Specific experience in irrigation related projects (50 Marks for max 4 irrigation related projects size more than 3 Lakhs) (4*12.5=50) | Office equipments (telephone, fax, photo copy, computer, printer, scanner, drawing board), Office space (more than 900sqft), GPS, GIS Software etc. (10*1=10) | Planner, Engineer (civil/irrigation), Socio-economist, Hydrologist, GIS expert (5*4=20) |

NOTE: The consultant should score minimum 50 percent on each criterion and more than 50 percent on the overall ranking criteria as mentioned above to qualify for short listing.