

Mid Hill West (Puspahal) Highway Project, Tulsipur, Dang

EOI Notice no : 03/071/72

Date of First Publication: 2071-12-12

Expression of Interest (EOI) for Consulting Services

For

Detailed Engineering Survey, Detailed Design and Preparation of Detailed Project Report (DPR) of the following sector under Mid-Hill West (Puspahal) Highway Project.

1. The Government of Nepal, Department of Roads, Mid-Hill West Highway Project (MHHP Dang) invites EOI (Expressions of Interest) for the purpose of short listing of the qualified, eligible and experienced domestic Consulting Firms for :

S. N.	EOI Identification No.	Description of Works	Location and other descriptions
1	MHHP/3371384/2071-72/EOI-09	Review of existing Majhthana-Kalikasthan-Manipal-Tallo Hemja (Pokhara-Baglung Road) Road Section, total length approx 26 KM of Mid Hill Highway Project and provision of access points to its corridor, Detail Engineering Survey and Design of Highway and Other Structures (for widening of this Section to Two Lane Black Topped standard) and Preparation of Detailed Project Report (DPR)	Majhthana-Kalikasthan-Manipal-Tallo Hemja (Pokhara-Baglung road) Road Section, total length approx 26 Km (Kaski District) of Mid Hill Highway Project.

2. The budget to this purpose has been allocated by the Government of Nepal (GoN) for the fiscal year 2071/072.
3. Experienced, eligible and willing Consulting Firms are invited to submit their EOI, either single or in joint venture with other firms. Consulting firms can form a Joint Venture (J.V.) with maximum 3 no of firms. The consulting firm / J.V. shall submit the EOI in a sealed envelope and must reach the Mid-Hill West Highway Project office Tulsipur, Dang not later than the office hours on the 16th day from the publication of this notice. The EOI of short list must clearly mention the name of leading firm with financial liabilities. While submitting EOI document, Power of Attorney / Authorization Letter, JV agreement in case of JV shall be submitted along with the sealed EOI document.
4. The received EOI shall be subjected to evaluation criteria based on general experience, experience in similar works as well as available equipment and human resource and financial capabilities to produce a short list. Certified evidences of completion of GON's projects issued from concerned agencies of GON as a corporate entity, individually or as one of the major companies with a legal association only will be counted. The Standard EOI Document, eligibility and qualifying criteria for short listing of the firm can be obtained from the project office Tulsipur, Dang during office hours and can also be downloaded from the website www.dor.gov.np/notice.
5. The EOI shall include adequate information as per the EOI document and Qualifying Criteria to demonstrate their Qualification in the best manner. In case of missing document and Certificate, no further Justification and enquiry shall be entertained.
6. In case the day of submission of the EOI falls on a public holiday, then the next working day shall be considered as the last submission day.
7. The matters not covered in this notice shall be in accordance with the Public Procurement Act, 2063 and Public Procurement Regulation, 2064 and other prevailing rules and regulations of Nepal.
8. The interested consultant must provide following information in their Expression of Interest (EOI):
- Corporate registration
 - up to date Tax Clearance certificate
 - VAT Registration
 - Years of Standing
 - Organizational profile in brief
 - General Experience (last five fiscal years)
 - Experience in similar projects (last five fiscal years)
 - Availability of Professional staff with suitable qualification.
 - Financial capabilities (annual turnover of last five fiscal years)
 - Equipment and facilities
9. MHHP Dang reserves the right to shortlist any or all of the Firms without assigning any reasons whatsoever. Further information or clarification can be obtained from MHHP Dang during office hours. Only the shortlisted Consulting Firms shall be invited for RFP (Request for Proposal).

Project Manager

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Document for Expression of Interest (EOI) for Short List of Consultants

I Introduction

The Department of Roads (DoR), Mid-hill West (Puspahal) Highway Project, Tulsipur, Dang invites Expression of Interest (EOI) from domestic Consulting Firm(s) for short listing to following Job:

- i) Review of Majhthana-Kalikasthan-Manipal- Setipul -Tallo Hemja (Pokhara-Baglung Road) Road Section, total length approx 26 KM (Kaski District) of Mid Hill Highway Project and provision of access points to its corridor, Detail Engineering Survey and Design of Highway and Other Structures (for widening of this Section to Two Lane Black Topped standard) and Preparation of Detail Project Report (DPR)

II Criteria for Short Listing

The Eligibility and qualifying criteria are provided in Appendix I. The Request for Proposal (RFP) shall be provided only to short listed consulting Firm(s) as and when required.

III Joint Venture

Consulting Firms can form a Joint Venture (JV) with **maximum three partners**. The EOI must clearly mention the name of the Leading firm.

IV Information about the Consulting Firms.

The Consulting Firm(s) are required to complete the forms prescribed below. In case of a JV these forms has to be completed individually for each partner, in a sequential manner.

1. Name of Consulting firm/Joint Venture:-
 - a) Name of firm:
 - b) Address:
 - c) Phone Number:
 - d) Authorized person:
 - e) Mobile Number:
 - f) E-mail ID:
2. Identification number for which EOI applied:-
3. Name of Job for which EOI applied:-
4. Lead Consultant (In case of Joint Venture):-
 - g) Name of firm:
 - h) Address:
 - i) Phone Number:
 - j) Authorized person:
 - k) Mobile Number:
 - l) E-mail ID:

FORM-1 : Financial Capacity

Annual turn over of the last five years. (The Financial Capacity will be assessed by the values of the Best 3 Years within last 5 Years.)

Fiscal Year	Turnover (NRs)
2070/071	
2069/070	
2068/069	
2067/068	
2066/067	

Notes:

- The above information must be supported by the auditor's Reports or Tax clearance certificates. The applicants are advised to indicate the best three years of turnovers. The values of the turnover of previous years will be adjusted according to the National Urban Consumer Price Indices (Overall Index).
- The firm and/ or JV shall have to submit Notary Public attested Tax Clearance Certificate of each fiscal year, supposed to be counted for EOI evaluation. Submission of Audit Report or any another compiled tables shall not be considered for EOI evaluation.
- In case of J.V, average annual turnover of the JV shall be evaluated taking account of the Percentage share of each firm /J.V. as stated in the J.V. agreement for the EOI. If the J.V. agreement does not indicate the percentage share, the marks for Financial Capacity shall be considered to Zero.

FORM-2 : General Experience of the Firm in Civil Engineering Works during the last 5 years with contract amount more than Rs. 0.5 million.

S.N.	Name of Client	Job Details	Contract value NRs.(Except VAT)	Start Date	Completion Date	Single/JV
1						
2						
3						
4						
5						

The above information must be supported by works completion certificates with clearly indicated contract amount.

FORM-3 : Work Experience in Detail Engineering Survey and Design / Preparation of DPR (more than 15KM in one job), Feasibility Study of motor able roads (more than 25 KM in one job) during the last 5 years.

S.N.	Name of Client	Job Details	Length in K.M.	Start Date	Completion Date	Single/JV
1						
2						
3						
4						
5						

The above information must be supported by works completion certificates issued by concerned Employer.

FORM-4 : Office Equipment and Facilities

List office space, Survey Equipment and Vehicles available with and owned by the Firm(s).

S.N.	Particulars	Quantities	Specifications/Remarks
A	Office space (in sq. m.)		
B	Total stations / EDM (in nos)		
C	Vehicle facilities (only for 4 WD utility vehicles in nos)		

Note:

- Give Office Space in square meters.
- Only Total station or Electronic Theodolites are considered for evaluation.
- Only 4WD Utility Vehicles are considered for evaluation.
- Ownership evidences are mandatory for survey equipment and vehicles.
- Lease or hire agreement of office space in use of the consulting firm / J.V. is acceptable. But photographs of the office building is mandatory. Give proper location (name of street, tole, ward no. VDC / Municipality) of office.

FORM-5 : Manpower Resources

The Resource persons and supporting staff working with the consulting firms.

S.N.	Resource person/ Support Staff working with the consulting form	Required Minimum Experience (Yrs)	Name(s) of Persons	Date of Appointment
1	Team Leader	15		
2	Highway/Transport Engineers	10		
3	Geo-Technical Engineers	5		
4	Hydrologist	5		
5	Senior Surveyor / Geodetic Engineers	5		
6	Civil Engineers / Quantity Surveyors	5		
7	Material Engineer	5		
8	Managerial / Administrative Staff	N/A		
9	Supporting Staff	N/A		

Note:

- Provide Bio-Data of the technical resource persons. The bio-data shall be signed in blue indelible ink by the respective personnel declaring the correctness of the information.
- Proposed professional key personnel shall not be repeated by the same firm/J.V. and/or another firm/J.V. In case of repetition of professional key personnel, the project office shall ask via email the person within seven days to declare him/herself the firm/J.V. to whom he/she shall want to be associated.
- The personnel must clearly mention his/her e-mail address and mobile no in his/her C.V.
- The firm/J.V. must have to submit the NEC registration certificates for engineering professionals.

5. The firm/ J.V. shall also have to submit any certificates as evidence of his/her education (degree) as required above.
6. Any C.V. failing to provide the information requested in the above mentioned five points shall lead to rejection of that C.V. and no marks will be awarded.
7. **Qualification required for Resource Personnel and supporting staff is as follows:**
 - a. **Team Leader:** - B.E.(Bachelor Degree in Engineering) Civil or Highway or Transportation Engineering.
 - b. **Highway / Transport Engineer:** - Masters in Highway or Transportation Engineering or B.E. civil with experience of highway engineering.
 - c. **Geo-Technical Engineer:-** Masters in Geotechnical Engineering or M.Sc. in Engineering Geology.
 - d. **Hydrologist:** - B.E. Civil with experience as hydrologist from GoN offices or masters in Hydrology, Geohydrology.
 - e. **Senior Surveyor / Geodetic Engineer:** - Intermediate Degree with survey Training from authorized organization of GoN or B.E. civil or B.E. Geomatic Engineer.
 - f. **Civil Engineer / Quantity Surveyor:** - B.E. Civil or Diploma in Civil Engineering
 - g. **Material Engineer:** - B.E. in civil Engineering with Experience as material engineer or Lab officer with bachelor's Degree.
 - h. **Other managerial and administrative staff:-** SLC Passed.

FORM-6 : Adherence to code of Ethics and Anti Corruption Policy

Provide the firms' commitment on Code of Ethics and Anti-Corruption policy and their mechanism to monitor the adherence to these policies. Upon failing to do so, the firm shall be disqualified for the evaluation.

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Appendix -I

Eligibility and Qualifying CriteriaEligibility Criteria:

- Firm Registration Certificate ; - Mandatory Requirement.
- VAT / PAN Registration Certificate; - Mandatory Requirement.
- Up to date Tax Clearance Certificate; - Mandatory Requirement.
- J.V.Agreement in case of Firms in J.V.; - Mandatory Requirement.
- Power of Attorney / Authorization Letter of the signatory ; - Mandatory Requirement.
- Adherence to the code of ethics and anti-corruption policy; - Mandatory Requirement.

Qualifying Criteriaa. Firm's Capacity

50 Points

- Financial Capacity - 10 points
- Resource Personnel - 30 Points
- Office Equipment and Facilities - 10 Points

b. Experience

50 Points

- General Experience of the Firm in Civil Engineering Works - 15 points
- Detailed Engineering Survey and Design of motor able Roads - 35 Point

Notes:

- A successful Consulting Firm shall score minimum 50% marks in each criteria / Parameter and minimum 60 % marks overall criteria to qualify.
- The EOI of short list must clearly mention the name of the leading firm with financial liabilities.
- The same firm shall not be allowed to submit EOI individually and in J.V. for the same package. Every J.V. shall be unique. ("Example 1: EOI for Firm A and Firm A J.V. Firm B"-Not Allowed) ("Example 2 : EOI for Firm A J.V. with Firm B and Firm B J.V. with Firm C"- Not Allowed)

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Eligibility and Qualifying Criteria for short-listing of Consulting Firms for Detailed Engineering Survey and Design of:

- 1. Majhthana- Kalikasthan- Manipal- Setipul -Tallo Hemja (Pokhara-Baglung Road) section, total length approx 26 Km (Kaski District) of Mid Hill Highway Project.**

Parameters	Allocated marks
1. Eligibility Criteria	1. Firm Registration Certificate. 2. VAT / PAN Registration Certificate 3. Up to date Tax clearance Certificate. 4. J.V.Agreement in case of Firms in J.V. 5. Power of Attorney / Authorization Letter of the signatory 6. Adherence to the code of ethics and anti-corruption policy.
2. Financial Capacity Maximum allocated mark = 10	Average Annual Turnover of the best 3 years in the last 5 years (NRs) Less than 1 million = 0, 1 million to 5 million = 5 Above 5 million = 10
3. General Experience of the firm(s) in civil engineering works during the last 5 years (with contract amount > 0.5 million, excluding VAT)) Maximum allocated mark = 15	General Experience in Civil Engineering Works 2.0 points per completed project not exceeding the maximum marks (Must be supported by work completion certificates. No points if the contract amount not mentioned in certificate.
4. Experience in Similar jobs during last 5 years. Maximum allocated mark = 35	Experience in: 1. Completion of work of "Detailed Engineering Survey and Design" or "DPR" of Motorable Road (A single Road Length of more than 15 KM) 5 points per completed project as above not exceeding maximum marks (Each job in a package shall be considered as separate job). Must be supported by work completion certificate. 2. Completion of work of "Feasibility Study" of a Road (A single Road Length of more than 25 KM)

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5. Office equipment and facilities <u>Maximum allocated mark = 10</u>	3 points per completed project as above not exceeding maximum marks (Each job in a package shall be considered as separate job). Must be supported by work completion certificate. 1. Office Space: (4.0 points max) Less than 50 sqm. = 2; above 50 sqm = 4 Office with independent premises, leased or hired. 2. Total Stations / EDM: (3.0 points max) For each set 1.5, not exceeding maximum points (Must submit ownership evidence) 3. Vehicle facilities (only for 4WD utility vehicle): (3.0 points max) 1 vehicles = 3.0 (Must submit ownership evidence)																		
6. Resource Personnel and Supporting staff <u>Maximum allocated mark = 30</u>	<table border="1"> <thead> <tr> <th>Resource Persons</th><th>Score for resource person</th></tr> </thead> <tbody> <tr> <td>Team Leader (Highway /Transport Engineer) -1 with minimum experience of 15 years.</td><td>6</td></tr> <tr> <td>Highway /Transport Engineer -1 with minimum experience of 10 years.</td><td>5</td></tr> <tr> <td>Geo-Technical Engineer- 1 with minimum experience of 5 years.</td><td>4</td></tr> <tr> <td>Hydrologist- 1 with minimum experience of 5 years.</td><td>4</td></tr> <tr> <td>Senior surveyor/Geodetic Engineer -1 with minimum experience of 5 years.</td><td>3</td></tr> <tr> <td>Civil Engineers/Quantity Surveyors – 1 with minimum experience of 5 years.</td><td>3</td></tr> <tr> <td>Material Engineer-1 with minimum experience of 5 years.</td><td>3</td></tr> <tr> <td>Other managerial and administrative staff</td><td>1 point for each not exceeding 2</td></tr> </tbody> </table>	Resource Persons	Score for resource person	Team Leader (Highway /Transport Engineer) -1 with minimum experience of 15 years.	6	Highway /Transport Engineer -1 with minimum experience of 10 years.	5	Geo-Technical Engineer- 1 with minimum experience of 5 years.	4	Hydrologist- 1 with minimum experience of 5 years.	4	Senior surveyor/Geodetic Engineer -1 with minimum experience of 5 years.	3	Civil Engineers/Quantity Surveyors – 1 with minimum experience of 5 years.	3	Material Engineer-1 with minimum experience of 5 years.	3	Other managerial and administrative staff	1 point for each not exceeding 2
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