

A. ELIGIBILITY AND QUALIFICATION CRITERIA for EOI

PMEU/3371594/075/76/DPR 05-14 and PMEU/3373624/074/75/DPR-04(RE)

1. ELIGIBILITY CRITERIA:

S.N.	Eligibility Criteria	Compliance	Status
1	Corporate Registration	Yes/No	Pass/Fail
2	Tax Clearance/Tax Return Submission	Yes/No	Pass/Fail
3	VAT/PAN Registration	Yes/No	Pass/Fail
4	EOI Form 1: Letter of Application	Yes/No	Pass/Fail
5	Year of Standing min. 5 year (At least one firm in case of JV)	Yes/No	Pass/Fail
6	JV Agreement in case of Firms in JV	Yes/No	Pass/Fail
7	Power of attorney	Yes/No	Pass/Fail
8	Adherence to code of Ethics and Anti-Corruption Policy	Yes/No	Pass/Fail
Note 1: Consulting Firms can form a Joint Venture (JV). The EOI of Short List must clearly mention the name of the leading firm with financial liabilities.			
Note 2: Maximum no of JV Firms : Three			
Note 3: The firm/JV shall have to submit separate sealed EOI for each package.			
Note 4: The same firm shall not be allowed to submit EoI individually and in JV for same package. ("Example 1: EOI for Firm A and Firm A JV Firm B" - Not Allowed) ("Example 2: EOI for Firm A JV with Firm B and Firm B JV with Firm C" - Not Allowed)			

2. QUALIFICATION CRITERIA:

Description of Criteria	Marks out of 100	Minimum Marks to be obtained under each criteria
2.A) Firm's Capacity	50	30
1) Financial Capacity of Firm	10	6
2) Resource of Firm	40	24
(a) Resource Personnel	35	
(b) Office Equipment and Facility	5	
2.B) Experience of Firm	50	30
1) General Experience of the Firm	10	
2) Specific Experience of the Firm	40	

Details of Qualification Criteria:

2.A) Firm's Capacity		Maximum 50 Marks
2.A. 1) Financial Capacity of Firm		Maximum 10 Marks
Average Annual Turnover of best 3 year of last five fiscal year	Marks	A= Estimated Amount excluding VAT and Contingency
<NRs. 0.1A	1	
> or =NRs. 1.5A	10	
For Value in between, points will be awarded in prorated basis.		

Note 5: 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. Notary Public signature shall be verified, if required.

Note 6: In case of JV business, the firm and/or JV shall have to submit Notary Public attested Tax Clearance Certificate of each fiscal year along with the JV agreement of that business, supposed to be counted for EOI evaluation.

Note 7: In case of JV, average annual turnover of the JV shall be evaluated taking account the % of Financial liability as stated in the JV Agreement for the EOI. If the JV agreement shall not clear about % of Financial liability, the marks for Financial Capacity shall be evaluated to Zero.

Note 8: For the evaluation of Financial capacity, Inflation Adjustment Factor (wholesale price index: overall index of NRB) shall be considered.

2.A.2) Resource of Firm(s)**Maximum 40 Marks****a) Resource Personnel****Maximum 35 Marks**

Professional Key Personnel	Maximum Marks	Minimum experience after Bachelor Degree	Education required	Marks for Specific Job Experience
Team Leader (Highway/Transport Engineer)	10	6	M.Sc. in Highway/Transportation Engineering or equivalent	1 marks for each job
Geotechnical Engineer	8	4	M.Sc. in Geotechnical Engineering or equivalent	1 marks for each job
Hydrologist	7	4	M.Sc. in Water Resource/Hydrology/Hydraulics Engineering or equivalent	1 marks for each job
Transport Economist/Sociologist	4	4	Master's degree in Economics/ Sociology or equivalent	1 marks for each job
Environmentalist	3	4	Master's degree in Environmental Science/ Engineering or equivalent	1 marks for each job
Civil Engineer	3	4	B.E. in Civil Engineering or equivalent	1 marks for each job
Total=	35			

Note 9: CV of each professional key personnel shall be submitted with signature of professional and authorized representative of the firm/JV.

Note 10: Proposed professional key personnel shall not be repeated by the same firm/JV and/or another firm/JV. In case of repetition of professional key personnel, the Unit shall ask via letter/email the person for physical presence within three days to declare him/herself the firm/JV to whom he/she shall want to be associated.

Note 11: CV of personnel's shall clearly mention his/her e-mail address and mobile number.

Note 12: The firm/JV shall have to submit the NEC registration certificate for engineer professionals (except Economist/Sociologist and Environmentalist)

Note 13: The firm/JV shall also have to submit any certificate as evidence of his/her education (degree) as required above with Notarized Academic certificate of manpower.

Clarification 1: For Key Personnel, minimum road length with the specific job shall be greater than or equal to 30 Km for Team Leader and greater than or equal to 5 Km for Other Personnel.

Clarification 2 : The Work Experience for all Key Personnel shall be mentioned in following format:-				
Name of Project	Road Length	Name of Client	Start Date-Completion Date	Name of Firm involved in as (Single/JV)
Scope of Project				
Professional involved as (Position held)				
Description of Duties				

b) Office Equipment and Facility

Maximum 5 Marks

List of Space, Survey equipment and vehicles available with and owned by the firm(s). Lease or hire agreements/proposals are not accepted.

Equipment/Facilities	Maximum Marks	Marks Obtained	Remarks
1) Total Station/Theodolite/EDM	3	1 Points for each	Must Submit Ownership evidence with Notary Public Attested.
2) GPS	1	0.50 marks for each	
3) Desktop/Laptop	1	0.25 marks for each	

2.B) Experience of Firm/JV

Maximum 50 Marks

2.B1) General Civil Engineering Experience

Maximum 10 Marks

Work Experience	As consultant
Completion of Civil Engineering related Service (Service Cost more than <u>NRS. 5 Lakhs excluding VAT</u>). No points if the contract amount not mentioned in certificate.	2.0 points for each job

2.B2) Specific Experience

Maximum 40 Marks

Work Experience	As consultant
Completion of work of " <u>Detailed Engineering Survey and Design</u> " or " <u>DPR</u> " or " <u>Construction Survey, Design and Supervision</u> " of a Road (Road Length equal to or more than 30KM).	4.0 points for each job

Note 14:-The firm and/or JV shall have to submit Notary Public attested Experience Certificates. No marks shall be given for the experience of the firm if the certificate of completion is not attached. If the firm has completed more than one job in a single package each job shall be considered.

Note 15: The services for Govt of Nepal (GoN) organizations (Fully or Semi/Partially Owned) shall only be evaluated as firm/JV experiences for the Proposal. The Consultants Specific experience as JV partners shall be provided full marks and any specific experiences by the firm as "In association with" shall not get any marks.

Note 16: Any sublated Service for Govt of Nepal (GoN) organizations (Fully or Semi/Partially Owned) by a firm or JV from another private firm/JV shall not be evaluated as firm/JV experience for the EoI.

Note 17: Any service experience older than 7 year (counted from the last date of submission of EoI) shall not be evaluated as firm/JV experience for the EoI. Each experience certificate shall clearly indicate the description of service, service amount (in/excluding VAT) and date of completion.

B. EOI FORMS:

3(A). General Work Experience

(Details of civil engineering consulting assignments undertaken during the **last 7 years** with contract amount more than **NRS 0.5 Million**. *(Each consultant or member of a JV must fill in this form.)*)

S.N.	Name of consulting assignment	Location	Value of Contract	Year Completed	Client	Description of work carried out
1						
2						
3						
...						

➤ *Note: The above information must be supported by notarized works completion certificates with clearly indicated contract amount*

3(B). Specific Experience

Work Experience in Completion of work of "Detailed Engineering Survey and Design" or "DPR" or "Construction Survey, Design and Supervision" of a Road (**Road Length equal to or more than 30KM**) during **last 7 years**.

(In case of joint venture of two or more firms to be filled separately for each constituent member)

S. N.	Name of consulting assignment	KM	Name of Client	Name of Consulting Firm	Year of Completion
1					
2					
3					
...					

➤ *The above information must be supported by notarized works completion certificates.*

3. Capacity

4(A). Financial Capacity

(In case of joint venture of two or more firms to be filled separately for each constituent member)

Annual Turnover	
Year	Amount Currency

Average Annual Turnover

- *Note: the above information must be supported by the notarized Tax clearance certificates. The applicants are advised to indicate the best three years of turnovers of last five years. The values of the turnover of previous years will be adjusted according to the Inflation adjustment factor (wholesale price Index: overall index of NRB).*

4(B). Infrastructure/Equipment related to the proposed assignment

S.N.	Equipment Required	Equipment Description / Number
1		
2		
3		

...		
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Notes:

- Only Total Station/Theodolites/EDM, GPS, Desktop/Laptop are considered for evaluation.
- Must Submit Ownership evidence with Notary Public Attested. Lease or hire agreements/proposals are not accepted.

4. Key Experts

(Include details of Key Experts only)

(In case of joint venture of two or more firms to be filled separately for each constituent member)

S N	Name of Key Expert	Position	Highest Qualification	Work Experience (in year)	Specific Work Experience (in year)	Nationality
1		Team Leader (Highway / Transport Engineer)				
2		Geotechnical Engineer				
3		Hydrologist				
4		Transport Economist / Sociologist				
5		Environmentalist				
6		Civil Engineer				

Notes:

- CV of each professional key personnel shall be submitted with signature of professional and authorized representative of the firm/JV.
- Notarized Academic certificate of manpower resources should be submitted.
- **For Key Personnel, minimum road length with the specific job shall be greater than equal to 30 km for Team Leader and greater than equal to 5 km for other professional.**

5. Adherence to Code of Ethics and Anti-Corruption Policy

Provide the firms' commitment on Code of Ethics and Anti-Corruption and their mechanism to monitor the adherence to these policies.