



Government of Nepal
Ministry of Physical Infrastructure and Transport
Department of Roads

Project CoOrdination Unit, Dharan Chatara Gaighat Katari Sindhuli Hetauda Road Project ,
Chakupat, lalitpur

Dharan Chatara Gaighat Katari Sindhuli Hetauda Road Project (**Western sector**)
Hetauda, Makwanpur

Expression of Interest

First Date of Publication: 22 January, 2017

The Department of Roads (DoR) invites experienced and eligible local individual consultants to submit Expression of Interest (EoI) to provide consultancy services for Road upgrading works in Dharan Chatara Gaighat katari Sindhuli Hetauda Road Project(**Western Sector**). The Consultancy service is intended for total of two years during three years construction period.

Consulting Individuals, willing to provide the aforementioned services are hereby invited to submit their "Expression of Interest" (EoI). The standard EoI forms will be available in Department of Roads, Project CoOrdination Unit, Dharan Chatara Gaighat Katari Sindhuli Hetauda Road Project , Chakupat, lalitpur as well as Dharan Chatara Gaighat Katari Sindhuli Hetauda Road Project (**Western sector**), **Hetauda, Makwanpur** .

The EoI shall include adequate information including their Relevant qualifications and Experience in their letter of Interest to demonstrate their qualification in the best manner. Short listed Individual Consultants will be invited to submit their Technical and Financial Proposal as per the Request for Proposal (RFP), to be provided to them at later stage.

The EoI shall be submitted in sealed envelope and must reach the mentioned address, no later than the working hours on 15th day of first publication of this notice.

If the last day of submission happens to be a government holiday, the next consecutive office-opening day will be last date.

One Individual consultant is permitted to submit only one EoI and failing upon this, such Individual consultant (s) shall not be eligible for evaluation. The department reserves the right to shortlist or not to shortlist any or all of the Individual consultant (s) without assigning any reasons whatsoever.

Required Individual consultancy services

| sn | Name of the post | Contract no. | Required numbers | Duration of assignment |
|----|--------------------------|------------------------|------------------|------------------------|
| 1 | Senior Highway Engineer | DCGKSH/west/073/074/01 | one | Two years |
| 2 | Highway Engineer | DCGKSH/west/073/074/02 | one | Two years |
| 3 | Quality Control Engineer | DCGKSH/west/073/074/03 | one | Two years |

The EoI documents shall be addressed to:

Dharan Chatara Gaighat Katari Sindhuli Hetauda Road Project (Western Sector**)**
Hetauda, Makwanpur



EXPRESSION OF INTEREST

Job: supervision of survey, design, construction works carried out by the contractor and necessary suggestions to project chief

Individual Consultant

Post: Quality Control Engineer

Contract No.: DCGKSH/**WEST**/073/074/03

Employer:

Government of Nepal

Ministry of Physical Infrastructure and Transport

Departments of Roads

Project Co-Ordination Unit, Dharan Chatara Gaighat Katari Sindhuli Hetauda Road Project

Dharan Chatara Gaighat Katari Sindhuli Hetauda Road Project (**Western Sector**)

Hetauda, Makawanpur



Government of Nepal
Ministry of Physical Infrastructure and Transport
Departments of Roads

Project Co-Ordination Unit, Dharan Chatara Gaighat Katari Sindhuli Hetauda Road Project
Dharan Chatara Gaighat Katari Sindhuli Hetauda Road Project (Western sector)
Hetauda, Makawanpur

Expression of Interest for Consulting Service
For
Upgrading of Sindhuli - Hetauda Section of Dharan Chatara Gaighat Katari Sindhuli Hetauda Road

1. Introduction

Department of Roads (DOR) invites Expression of Interest (EOI) from experienced and capable Individual Consultant for short listing to carry out advisory and supervision functions of survey, design and construction/upgradation of Road/Bridges Works carried out by the contractors in **Sindhuli - Hetauda Section** of Dharan Chatara Gaighat Katari Sindhuli Hetauda Road . The actual upgradation/construction work is expected to start from February, 2017. The work consists of upgradation (blacktopping) of **114 Kms** of Road and construction of **33** bridges on design- build basis.

2. Criteria for Short Listing

The eligibility and qualifying criteria for the selection are provided below in chapter 5. The request for Proposal (RFP) shall be provided only to the Short-Listed Consulting Firms.

3. Joint Venture

Consulting Individual will not be eligible to submit more than one EOI. Upon failing this, the EOI of such Consulting Individual (s) shall be rejected. The EOI must clearly mention the name of Consulting Individual.

4. Detailed Information about Consulting Individual

The Consulting Individual (s) are required to submit the details about themselves in the formats as shown below.

4.1 Experience of the Individual during last Five years (January, 2012 to December, 2016)

4.1.1. General Experience of the Individual Civil Engineering Projects:

| S.N. | Project Name/Client/Funding Agency | Location | Job Details | Approximate Value of Contract | Start Date | Completion Date/ongoing (% complete) | Involvement (status/role) |
|------|------------------------------------|----------|-------------|-------------------------------|------------|--------------------------------------|---------------------------|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |



4.1.2 Experience of the Individual in Similar Projects during last **Four years (January, 2013 to December, 2016)**

| S.N. | Project Name/Client/Funding Agency | Location | Job Details | Approximate Value of Contract | Start Date | Completion Date/ongoing (% complete) | Involvement (status/role) |
|------|------------------------------------|----------|-------------|-------------------------------|------------|--------------------------------------|---------------------------|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Experience in similar projects means: (a) Quality Control during Bituminous road construction, upgrading or rehabilitation

4.1.3 Experience in Similar Geographic Area.

| S.N. | Project Name/Client/Funding Agency | Location /type of terrain | Job Details | Approximate Value of Contract | Start Date | Completion Date/ongoing (% complete) | Involvement (status/role) |
|------|------------------------------------|---------------------------|-------------|-------------------------------|------------|--------------------------------------|---------------------------|
| | | | | | | | |
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| | | | | | | | |

Note: The Individual shall produce certified evidences of completion of the jobs either as individual consultant or member of consulting firm.

4.2 Educational qualifications of Individual

| S.N. | Name of Individual | Educational Institution | Educational Qualification | Date of certification |
|------|--------------------|-------------------------|---------------------------|-----------------------|
| 1 | | | | |
| | | | | |
| | | | | |
| | | | | |

4.3 experience in road construction Quality control/assurance

| S.N. | Designation | Name | Experience (Years) | Employment Status (Fulltime/Part time) |
|------|--------------------------|------|--------------------|----------------------------------------|
| 1 | Quality Control Engineer | | | |



4.4 Adherence to Code of Ethics and Anti Corruption Policy

It is mandatory to provide the Individual's commitment on Codes of Ethics and Anti-Corruption Policy.

Upon failing to do so, the Individual will be disqualified for the evaluation. Mechanism to monitor the adherence to these policies also should be stated.

5. ELIGIBILITY AND QUALIFYING CRITERIA

Job: Consulting Service for Upgrading of **Sindhuli - Hetauda** Section of Dharan Chatara Gaighat Katari Sindhuli Hetauda Road

5.1. Eligibility Criteria:

| S.N. | Eligibility Criteria | Compliance | Status |
|------|---------------------------------------------------------------------|------------|-----------|
| 1 | Registration with professional Societies (NEC) | Yes/No | Pass/Fail |
| 2 | Tax Clearance / Renewal of Tax/PAN certificate | Yes/No | Pass/Fail |
| 3 | VAT/PAN Registration | Yes/No | Pass/Fail |
| 4 | Minimum Five Years of Standing (continuous professional experience) | Yes/No | Pass/Fail |
| 5 | Adherence to code of Ethics and Anti Corruption Policy | Yes/No | Pass/Fail |

5.2. Ranking Criteria

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| 5.2.1 Experience in civil engineering projects in the field of survey/ design/ construction supervision within last three years (Minimum marks required – 10 marks) | 25 marks |
| 5.2.2 Specific Experience in similar projects (Minimum marks required – 20 marks) | 45 marks |
| 5.2.3 Experience in similar geographic region (Minimum marks required – 5 marks) | 15 marks |
| 5.2.4 Educational Qualifications (Minimum marks required – 5 marks) | 10 marks |
| 5.2.5 Experience in road construction quality control/assurance (Minimum marks required – 5 marks) | 5 marks |
| Total: | 100 marks |

The consultant need to secure minimum 50% marks in the total and minimum marks as indicated above in each category of evaluation criteria in order to be qualified for the said job.

GOVERNMENT OF NEPAL
MINISTRY OF PHYSICAL INFRASTRUCTURE AND TRANSPORT
DEPARTMENT OF ROADS

Dharan Chatara Gaighat Katari Sindhuli Hetaunda Road Project (Project Co-Ordination Unit)
Dharan Chatara Gaighat Katari Sindhuli Hetaunda Road Project (West Sector)

TERMS OF REFERENCE

Of

Quality Control Engineer

For

CONSTRUCTION SUPERVISION

On

Construction, Improvement and Upgrading

Of

Dharan Chatara Gaighat Katari Sindhuli Hetaunda Road (West Sector)

December 2016



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1. INTRODUCTION AND BACKGROUND

The Government of Nepal has financing the cost of the **Dharan Chatara Gaighat Katari Sindhuli Hetaunda Road** Project. Under the project, it is intended for the Construction, Improvement and Upgrading of following roads:

a) Dharan Chatara Gaighat Katari Sindhuli Hetaunda Road

Department of Roads had procured contracts for the '*Construction, Improvement and Upgrading*' of the following contracts which are now at implementing stage.

| Contract ID No. | Road Name |
|-------------------------------------------------------|--------------------------------------------------------------------------------------------|
| DCGKsHP/PCU/337125/072/073-002 & Including Bridges | Dharan Chatara Gaighat Katari Sindhuli Hetaunda Road (Sindhuli - Hetaunda Section) |

Project Co-Ordination Unit, Dharan Chatara Gaighat Katari Sindhuli Hetaunda Road Project Chakupat, Department of Roads under the Ministry of Physical Infrastructure and Transport intends to apply part of the Budget for consulting service of the Highway Engineer. The scope of the Individual Consultant to assist construction supervision of *Construction, Improvement and upgrading on Dharan Chatara Gaighat Katari Sindhuli Hetaunda Road (Sindhuli - Hetaunda Section)* (Hereinafter called '*Works*').

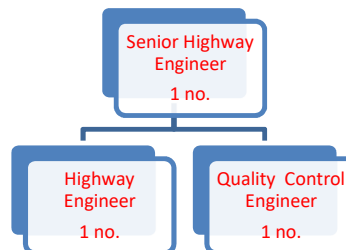
2. OBJECTIVES

The objective of the consulting service of Quality Control Engineer is to assist in ensuring the overall quality of the *Works*.

3. TEAM COMPOSITION AND TASKS

Following professionals are required to undertake the task.

The Hierarchy of the organization chart for each sector is as follows.



3.1 Quality Control Engineer: 1 Number each at Eastern and Western Sector of the project

Broad Qualification and Requirements:

1. Education
 - Minimum: Bachelor's degree in Civil Engineering
 - Preferable: Master Degree in Highway / Bridge /Structure /geotechnical /soil Engineering or Construction Management.
2. Experience
 - a) Civil Engineering Works
 - Minimum: 4 years for Bachelor's Degree
Or
2 years for Master's Degree
 - Preferable: 6 years for Bachelor's Degree
Or
4 years for Master's Degree
 - b) Experience in related field in Road/Bridge projects
 - Minimum: 3-year experience in quality assurance /control
or
2 road or 2 bridge projects experience in quality assurance /control
 - Preferable: 4-year experience in quality assurance /control
or
4 road or 4 bridge projects experience in quality assurance /control
3. Language: Capable of communicating fluently in English Language

4. SCOPE OF SERVICES FOR QUALITY CONTROL ENGINEER

Under the overall guidance and direct supervision of the Project Chief and Senior Highway Engineer, the Quality Control Engineer, will work closely with the technical and project support team to provide the necessary technical expertise for the project implementation ensuring compliance of quality control plans, materials, test procedures, specifications and work methodologies with the Standard Specification of Road and Bridge 2058, Special provision on Contract Documents. The Quality Control Engineer's responsibilities include, but are not limited to:

- a. Assist Senior Highway Engineer and Supervision team with the development, and subsequent oversight of project Quality Control plans and protocols for construction, construction equipment and materials.
- b. Assist Senior Highway Engineer and Supervision team to ensure the establishment of quality procedures including time limits for inspection, sampling and testing of works, materials and other Quality Assurance/Quality Control requirements.
- c. Assist Senior Highway Engineer and Supervision team to review all standard test forms to be used during laboratory tests, Quality Assurance/Quality Control testing schedules and procedures and evaluate results as appropriate.



- d. Assist Senior Highway Engineer and Supervision team to conduct initial survey queries on sources of materials, ensuring quality and compliance with the specifications.
- e. Assist Senior Highway Engineer and Supervision team with monitoring the work of the contractors.
- f. Assist Senior Highway Engineer and Supervision Team in developing the standard formats for the use of the supervision team for daily inspection of the works, quality assurance, measurement of quantities, monitoring progress and monitoring of claims etc.
- g. Assist Senior Highway Engineer and Supervision Team in preparing and arranging regular meetings with the Contractors team and Project supervision team to speed up and achieve targeted the progress within the timeframe regarding quality of works.
- h. Assist Senior Highway Engineer and Supervision Team in intervene in case of shortcomings of the works in terms of design, quantity and quality, report to the Project Chief and propose measures to correct it as per standards.
- i. Oversee and manage quality assessment of materials through regular and rigid laboratory tests and site visits and assist Senior Highway Engineer and Supervision team as per requirement.
- j. Ensure specific quality standards are constantly met at all levels of construction projects and assist Senior Highway Engineer and Supervision team as per requirement.
- k. Review contractors' practices and conventional methodologies and make recommendations where better/remedial action is required and assist Senior Highway Engineer and Supervision team as per requirement.
- l. Work with various engineers and design experts for establishing procedures with time limits for the inspection, sampling and testing of works and all other Quality Assurance/Quality Control requirements and assist Senior Highway Engineer and Supervision team as per requirement.
- m. Checking accuracy of outputs produced in compliance with established quality standards.
- n. Assist Senior Highway Engineer and Supervision team providing technical advice and assistance to contractors to ensure that economical and quality materials are obtained.
- o. Keeping record of all documentation regarding Quality Assurance/Quality Control.
- p. Tracking and reporting all non-conformances to the Project Chief and Senior Highway Engineer.
- q. Maintaining close relationship with Project Office.
- r. Controlling all Quality Assurance/Quality Control related submissions of contractors to comply with the standard specifications.
- s. Implementation and monitoring of quality assessments.
- t. Preparing regular Quality Assurance/Quality Control reports on all construction activities.



- u. Recommendation of solutions to quality problems and control of further processing, delivery, installation or use until proper disposition of non-conformance or unsatisfactory works.
- v. Ensuring that Quality Control personnel conducting inspections, including Project Monitoring Engineers, are adequately trained and understand assignment limits, quality and time frames.
- w. Perform other duties as may be assigned by Project Chief and Senior Highway Engineer.

5. DURATION OF THE CONSULTANT'S SERVICES

5.1 *Quality Control Engineer*

The Quality Control Engineer is expected to begin his services after finalization of his contract with DOR within agreed time frame and his responsibilities shall continue until the completion of the works. The services shall be for **24 months** during the construction phase.

However, in the event of arbitration or other proceedings after the completion of construction, the Highway Engineer shall be available to assist DOR, under the same conditions of engagement as applicable to this Agreement.

The total estimated professional input of the Highway Engineer during the construction period is twenty-four (24) months and the service is expected to start from March 2017.

6. REPORTING REQUIREMENT

The Quality Control Engineer shall keep full records individually relating to all aspects of the work covered by his service contract. Such records shall be available for inspection to the Employer and shall be handed over to the Project Chief on completion of its service. In addition to the above, the Quality Control Engineer shall submit the following Reports during the course of his services:

6.1 Inception Report (four copies)

Within four weeks of start of the service, the Quality Control Engineer shall submit individually an Inception report. The report will include the following:

- Consultant's detail work program, organization setup to achieve quality in works
- Initial findings of the design review as suggested in the scope of works
- Contractors work schedule and his resources requirement and their mobilization schedule to support the execution of the contractor's work program
- Comment QAP submitted by contractor

6.2 Monthly Progress Reports (four copies)

The Quality Control Engineer shall prepare a monthly progress reports individually on the project activities during construction period. The reports shall include:

- Construction material at site and their quality
- Source of materials and their suitability
- Construction procedure
- Quality of finished works
- information on contractor's equipment and their condition
- contractor's manpower and contractor's activities
- Problem on site and proposed solution for it
- information on his/her own service.



6.3 Project Completion Report (Six copies)

On completion of the contract, the Quality Control Engineer shall prepare and assist Senior Highway Engineer in preparing a consolidated Final Report covering the whole of the works. The report shall be submitted along with all original records. It should include recommendation on changes to the applied methodology for implementing future similar works and other relevant project information.

7. FACILITIES

7.1 To be Provided by the Employer

The Employer shall provide followings for the performance of its service:

- Related reports and contract documents
- Access to all other necessary available data required for performance of the consultant's duties.

7.2 To be arranged by the Quality Control Engineer

The Quality Control Engineer shall arrange the following facilities and the necessary cost shall be borne by the Consultant:

- logistic support
- Accommodation,

8. SUPERVISION STAFF

The Project Chief shall depute supervision staff as per agreed supervision team for effective supervision of the works. The exact composition of the supervision team shall be agreed during the inception period.

9. SUPERVISION VEHICLE

The Employer may provide the supervision vehicles for the purpose of the site visit for consultants. The Project Chief shall depute supervision vehicle as per work progress/emergencies condition.

10. TERMINATION OF THE SERVICES

10.1 The service of the Quality Control Engineer may be terminated by the Project Office immediate effect by notice in writing if at any time:

10.1.1 The Quality Control Engineer is convicted of a criminal offence related to the professional conduct; or

10.1.2 The Quality Control Engineer commits an act of grave misconduct in the course of the business; or

10.1.3 The Quality Control Engineer fails to fulfil its obligations relating to payment of taxes; or

10.1.4 The Quality Control Engineer fails to disclose any serious misrepresentation in supplying information required by the Project office in or pursuant to this Contract.

10.1.5 The Quality Control Engineer is convicted of the disclosure of confidential information regarding the contract which may lead to financial loss or other loss.

10.2 The Quality Control Engineer service may be terminated with 15-day prior notice by the Project office

If the services by the consultant is not required for the works by various reason such as stoppage of works and other unexpected events. The Project Chief may terminate the service by the consultant with 15-day prior notice.

10.3 The Quality Control Engineer may terminate own service with 3-months prior notice to the Project Office.

If the Quality Control Engineer wills to terminate the services, he/she must notify the project office 3 months prior to terminate of the service.



11. PROFESSIONAL LIABILITY INSURANCE

The Quality Control Engineer must accomplish the professional liability insurance for the own work as per agreed negotiation meeting.

12. CONTRACTUAL ARRANGEMENTS

The Quality Control Engineer's contract will be based on a contract agreement consistent with the DOR practices based on document prepared by Public Procurement Monitoring Office.

