



नेपाली राष्ट्रिय दैनिक

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Government of Nepal  
Ministry of Physical Infrastructure & Transport

Department of Roads

Planning & Design Branch

Planning, Monitoring & Evaluation Unit

Babarmahal, Kathmandu

Notice No: 1-PMEU/071/72

Date of First Publication: 2071/06/12

## EXPRESSION OF INTEREST

The Government of Nepal, Department of Roads [DoR] invites Expression of Interest [EoI] for the preparation of Short Lists of the eligible, qualified and experienced domestic Consulting Firm[s] for **Detailed Engineering Survey, Design and Report preparation of a Packages as below**. The budget to this purpose has been allocated by the Government of Nepal.

Package	Name of Road
337159/070/71/DPR 9	Sections of Chitwan Ring Road i) Chitwan Piple Gadauli Parewakot Chepang marg (5 km) ii) Nawalparasi Ghosarghat (Narayani River) Magarkot (9 km) iii) Nawalparasi Bishnunagar Bulingtar (30 Km) iv) Tanahnu Gomantal Bulingtar (25 Km)
PMEU/337159/071/72 DPR 1	i) Janakpur Dhalkebar Road, 25Km Section of Jatahi Janakpur Dhalkebar Road

Consulting Firm/JV, willing to provide the services are hereby invited to submit their "Expression of Interest" (EoI). The Standard EoI forms will be available in the Department of Roads, Planning, Monitoring and Evaluation Unit (PMEU) Babar Mahal, Kathmandu. The EOI Forms, EOI Evaluation Criteria, Draft RFP, Packages details can also be downloaded from the website: [www.dor.gov.np/notice](http://www.dor.gov.np/notice). The EoI shall be submitted in the sealed envelope separately for each job and must reach the same address no later than the working hours on 15<sup>th</sup> day of first publication of this notice. In case the last day of submission of EoI falls on a public holiday, it shall be submitted on the following working day. Consulting Firms can form a Joint Venture (JV) with maximum 3 no. of firms. The EOI of Short List must clearly mention the name of the leading firm with financial liabilities. The firm/JV shall have to submit separate sealed EOI for each package. While submitting EoI document, power of attorney/ authorization letter shall be submitted separately along with Sealed EOI Document. The EOI shall include adequate information as per the EOI form and evaluation criteria to demonstrate their qualification in the best manner. In case of missing document and certificate, no further justification and enquiry shall be entertained. Top Six Short listed consultants will be invited to submit their Technical and Financial Proposal as per the Request for Proposal (RFP), to be provided to them at the later stage. The department reserves the right to include or not to include any or all of the firms in the Short List without assigning any reasons whatsoever. Further information or clarification can be obtained from the Department of Roads, PMEU, Babar Mahal, Kathmandu during office hours.

Unit Chief

Government of Nepal  
Ministry of Physical Infrastructure & Transport  
Department of Roads  
Planning & Design Branch



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The department reserves the right to include or not to include any or all of the firms in the Short List without assigning any reasons whatsoever. Further information or clarification can be obtained from the Department of Roads, PMEUE, Babar Mahal, Kathmandu during office hours.

**Unit Chief**

## EXPRESSION OF INTEREST FOR SHORT LIST

**Job: Detailed Project Report Preparation of Roads**

### Consulting Firm/Joint Venture

**Name :**

**Contact Address :**

**Ph. No. :**

**Mobile No :**

**E-mail ID :**

### Lead Consultant (in case of JV)

**Name :**

**Contact Address :**

**Ph. No. :**

**Mobile No :**

**E-mail ID :**

### Employer:

Government of Nepal  
Ministry of Physical Infrastructure and Transport

**Department of Roads**  
**Design and Planning Branch**  
**Planning Monitoring and Evaluation Unit**  
Babarmahal, kathmandu

**Form 1:****A) Financial Capacity of Firm (Last 10 year )**

FY	Annual Turnover

**Form 2:****B) Experience of Firm/JV****B1) General Civil Engineering Experience (Completion of Civil Engineering related Service (Service Cost more than NRs. 5 Lakhs excluding VAT)**

S.No.	Job Details	Approximate value of Contract	Start Date	Complete Date	Involvement (Single/JV)
1					
2					
3					
4					

**B2) Specific Experience (Completion of work of "Detailed Engineering Survey and Design" or "DPR" or "Construction Survey ,Design and Supervision" of a Road (Road Length more than 30KM))**

S.No.	Job Details	Approximate value of Contract	Start Date	Complete Date	Involvement (Single/JV)
1					
2					
3					
4					

**Form 3:****C) Availability of Required Professional Key Personnel**

Professional Key Personnel	Maximum Marks	Minimum experience after Bachelor Degree	Education required
<i>Team Leader (Highway/Transport Engineer)</i>	15	10	M.Sc. in Highway/Transportation /Civil Engineering
<i>Geotechnical Engineer</i>	10	7	M.Sc. in Geotechnical Engineering
<i>Hydrologist</i>	10	7	M.Sc. In Water Resource/Hydrology/ Hydraulics Engineering
<i>Transport Economist/Sociologist</i>	10	7	M.A. In Economics/ Sociology
<i>Civil Engineer</i>	5	5	B.E. in Civil Engineering

**Form 4: Adherence to code of Ethics and Anti Corruption Policy**

It is mandatory to provide the firms' commitment on Codes of Ethics and Anti Corruption Policy. Upon failing to do so, the firm will be **disqualified for the evaluation**. Mechanism to monitor the adherence to these policies also should be stated.

**(Note : Submit the necessary documents as requested in the EOI evaluation criteria)**  
**Appendix –A**

For Turnover Calculation

FY	Adjustment Factor
070/71	1.000
069/070	1.091
068/069	1.199
067/068	1.311
066/067	1.383
065/066	1.528
064/065	1.731
063/064	1.864
062/063	1.982
061/062	2.142
059/060	2.238

Government of Nepal  
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Babarmahal, kathmandu

**Detailed Engineering Survey , Design of Roads and Report preparation**

FY:- 071-72

**ELIGIBILITY AND QUALIFING CRITERIA**

**Eligibility Criteria:**

S.N.	Eligibility Criteria	Compliance	Status
1	Corporate Registration	Yes/No	Pass/Fail
2	Tax Clearance of FY 069/70 / PAN certificate	Yes/No	Pass/Fail
3	VAT/PAN Registration	Yes/No	Pass/Fail
4	Year of Standing min. 5 year (At least one firm in case of JV)	Yes/No	Pass/Fail
5	JV Agreement in case of Firms in JV	Yes/No	Pass/Fail
6	Adherence to code of Ethics and Anti Corruption Policy	Yes/No	Pass/Fail

Note A : 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 B: Maximum no of JV Firms : Three

Note C: The firm/jv shall have to submit separate sealed EOI for each package. And, the firm/JV shall submit the sealed EOI for maximum 3 number of packages.

Note D: The same firm shall not be allowed to submit EoI individually and in JV for same package or different packages. Every JV shall be unique. ("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)

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FY:- 071-72

**Details of Qualifying Criteria**

Description of Criteria	Marks out of 100	Minimum Marks to be obtained under each criteria
A) Financial Capacity of Firm	10	6
B) Experience of Firm	40	24
C) Availability of Required Professional Key Personnel	50	30

**A) Financial Capacity of Firm** *Maximum 10 Marks*

Average Annual Turnover of best 3 year of last ten fiscal year	Marks
<NRs. 2000000.0	1
NRs. 2000000.0-7500000.0	3
NRs. 7500000.0-12500000.0	6
>NRs. 12500000	10

Note 1: 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.

Note 2: 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 3: 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 4: For the evaluation of Financial capacity, Inflation Adjustment Factor shall be considered as per Appendix A.

**B) Experience of Firm/JV** *Maximum 40 Marks*

**B1) General Civil Engineering Experience** *Maximum 10 Marks*

Work Experience	As consultant
Completion of Civil Engineering related Service (Service Cost more than NRs. 5 Lakhs excluding VAT)	2.0 points for each job

**B2) Specific Experience** *Maximum 30 Marks*

Work Experience	As consultant
Completion of work of "Detailed Engineering Survey and Design" or "DPR" or "Construction Survey, Design and Supervision" of a Road (Road Length more than 30KM)	3.0 points for each job

Note 5: The services for Govt of Nepal (GoN) organizations (Fully or Semi/Partially Owned) shall only be evaluated as firm/jv experiences for the EOI. The Consultants' experience as JV partners shall be provided 50 % mark of each service and any experience by the firm as "in association with" shall evaluate with only 25% mark of each service.

Note 6: Any subletted 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 7: Any service experience older than 10 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), date of completion.

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**Details of Qualifying Criteria**

**C) Availability of Required Professional Key Personnel**

**Maximum 50 Marks**

Professional Key Personnel	Maximum Marks	Minimum experience after Bachelor Degree	Education required	Marks for Specific Job Experience
<b>Team Leader (Highway/Transport Engineer)</b>	<b>15</b>	10	M.Sc. in Highway/Transportation /Civil Engineering	1 marks for each job
<b>Geotechnical Engineer</b>	<b>10</b>	7	M.Sc. in Geotechnical Engineering	1 marks for each job
<b>Hydrologist</b>	<b>10</b>	7	M.Sc. In Water Resource/Hydrology/ Hydraulics Engineering	1 marks for each job
<b>Transport Economist/Sociologist</b>	<b>10</b>	7	M.A. In Economics/ Sociology	1 marks for each job
<b>Civil Engineer</b>	<b>5</b>	5	B.E. in Civil Engineering	1 marks for each job

Note 8: CV of each professional key professionals shall be submitted with signature of professional and authorized representative of the firm/jv. The Signature shall be in Blue Ink. Scan signature , or signed in ink other than Blue Ink shall cause to rejection of CV for EOI evaluation

Note 9: Proposed professional key personnel shall not be repeated by the same firm/jv and/or another firm/jv. Incase of repetition of professional key personnel, the Unit shall ask via email the person for physical presence within seven days to declare him/herself the firm/jv to whom he/she shall want to be associated.

Note 10: CV of personnels shall clearly mention him/her e-mail address and mobile no.

Note 11: The firm/jv shall have to submit the NEC registration certificate for engineer professionals (except :Environmentalist )

Note 12: The firm/jv shall also have to submit the any certificate as evidence of his/her education(degree) as required above.

**Clarification 1 : For Team Leader , minimum road length with the specific job shall be the same as Firm Specific Work Experience**



**Request of Proposal (RFP) for Detailed Engineering Survey , Design Roads and Report preparation**

FY:- 071-72

**1. EVALUATION OF TECHNICAL PROPOSALS**

The Technical Proposal will be evaluated on the following grounds:

S.N.	Particulars	Maximum points
1	Relevant experience of the firm	10
2	Methodology of Service Delivery	40
3	Technology Transfer	5
4	Professional Key Personnels	45

Total marks as a whole 70% of the total maximum points

**1) Relevant experience of the firm Maximum 10 Marks**

Work Experience	As consultant
Completion of work of "Detailed Engineering Survey and Design" or "DPR" or "Construction Survey ,Design and Supervision" of a Road (Road Length more than 30KM)	1.0 points for each job

**2) Methodology of Service Delivery Maximum 40 Marks**

Particulars	Evaluation Remarks	Total Marks	Marks
Comments or suggestions on ToR and services	Not Significant	3.0	0.0
	General		1.2
	Significant		3.0
Description and review any relevant documents like Design standards	Not Significant	2.5	0.0
	General Review		1.0
	Critical review		2.5
If any of the key personnel has visited the site and has attached a photograph, described the site and has attached a photograph, described the site.	General Description	7.5	0.0
	General Description with site photograph		3.0
	Technical Description with site photograph		7.5
Methodology to perform Socio-economic & Traffic Study, Feasibility Study of New Road Section, Report submission of Phase A	Not Significant	3.0	0.0
	General		1.2
	Clear Methodology with flow charts		3.0
Methodology to perform Detailed Engineering Survey	Not Significant	8.0	0.0
	General		3.2
	Clear Methodology with flow charts		8.0
Methodology to perform Concise Initial Environmental Examination	Not Significant	5.0	0.0
	General		2.0
	Clear Methodology with flow charts		5.0
Methodology of DPR Preparation	Not Significant	5.0	0.0
	General		2.0
	Clear Methodology with flow charts		5.0
Work schedule with description	Not Significant	3.0	0.0
	Fairly justify the proposed methodology		1.2
	Relevant to proposed methodology		3.0
Manning schedule as per Work Schedule	Not Significant	3.0	0.0
	Fairly justify the proposed Work Schedule		1.2
	Relevant to proposed Work Schedule		3.0
Total Marks		40.0	

**3) Technology Transfer Maximum 5 Marks**

Particulars	Evaluation Remarks	Marks	Marks
The idea of sharing know-how of the works highlights on dissemination of knowledge and training proposed by the consultant.	Not Significant	5.0	0.0
	General (only standard method description)		2.0
	Significant		5.0

**Request of Proposal (RFP) for Detailed Engineering Survey , Design Roads and Report preparation**

**3) Professional Key Personnels Maximum 45 Marks**

Professional Key Personnel	Maximum Marks	Minimum experience after Bachelor Degree	Education required	Marks for Specific Job Experience
<b>Team Leader (Highway/Transport Engineer)</b>	<b>15</b>	10	M.Sc. in Highway/Transportation /Civil Engineering	1.5 marks for each job
<b>Geotechnical Engineer</b>	<b>10</b>	7	M.Sc. in Geotechnical Engineering	1 marks for each job
<b>Hydrologist</b>	<b>10</b>	7	M.Sc. In Water Resource/Hydrology/ Hydraulics Engineering	1 marks for each job
<b>Transport Economist/Sociologist</b>	<b>10</b>	7	M.A. In Economics/ Sociology	1 marks for each job

**2. EVALUATION OF FINANCIAL PROPOSALS**

The financial proposal of any firm shall be evaluated based on the amount quoted by the firm for the execution of the Feasibility study works. The score for the financial proposal of a firm shall be determined using the following formula.

$$F = (\text{Alowest}/A) * 100$$

Where,

F -score for the financial proposal of the firm, whose financial proposal is being evaluated

Alowest -lowest of the financial proposal amounts quoted by the firms, which have been selected after evaluation of their technical proposals

A -amount quoted by the firm, whose financial proposal is being evaluated

**3. OVERALL EVALUATION OF PROPOSALS**

After the evaluation of the technical and financial proposals of the firms the overall score obtained by any firm is calculated by assigning a weightage of 80% to the score obtained in technical proposal and 20% to the score obtained in the financial proposal. The overall score is calculated by the following formula:

$$\text{Overall score} = 0.8 * T + 0.2 * F$$

Where,

T -score for the technical proposal of the firm, whose proposal is being evaluated

F - score for the financial proposal of the firm, whose proposal is being evaluated

Note 1: 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' experience as JV partners shall be provided 50 % mark of each service and any experience by the firm as "in association with" shall evaluate with only 25% mark of each service.

Note 2: 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 Proposal.

Note 3: Any service experience older than 10 year (counted from the last date of submission of EOI) shall not be evaluated as firm/JV experience for the Proposal

Note 4: CV of each professional key professionals shall be submitted with signature of professional and authorized representative of the firm/jv. The Signature shall be in Blue Ink. Scan signature , or signed in ink other than Blue Ink shall cause to rejection of CV for Proposal evaluation

Note 5: Proposed professional key personnel shall not be repeated by the same firm/jv and/or another firm/jv. Incase of repetition of professional key personnel, the Unit shall ask via email the person for physical presence within seven days to declare him/herself the firm/jv to whom he/she shall want to be associated.

Note 6: CV of personnels shall clearly mention him/her e-mail address and mobile no.

Note 7: The firm/jv shall have to submit the NEC registration certificate for engineer professionals

Note 8: The firm/jv shall also have to submit the any certificate as evidence of his/her education(degree) as required above.

Note 9 :Anything not mentioned in the above paragraphs shall be as per the Public Procurement Act-2063 and Public Procurement Regulation-2064.

For Turnover Calculation

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