

Sample (Format) for Submission of EOI

Consultants are encouraged to provide information as per the attached sample format but not mandatory.

Information to be provided by Consultant in Expression

A. Consulting Firm's Details:

A.1 If the Firm is participating in the sole capacity

1. Name of the Firm:

A.2 If the Firm is participating in the capacity of Joint Venture or association

Details of Joint Venture Partners:

S. No.	Role	Full name of the firm	Place of Registration
1.	Lead Partner		
2.	JV Partner		

Details of association other than Joint Venture:

S. No.	Role	Full name of the firm	Place of Registration
1.	Sub Consultant		
2.	Sub Consultant		

B. Eligibility Requirement (attach copy)

i	Valid Corporate Registration Certificate
ii	Tax clearance certificate (for fiscal year 2069/70 BS or 2012/13 AD)
iii	Self-Declaration as shown in FORM B-1

C. Technical Competence

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Description of the consulting service performed during last ten (10) years (completed in the period between 2004 March and 2014 February) which best illustrates qualifications shall be presented in FORM C-1.

Relevant Experience of the firms in Feasibility Study and Detail Engineering Design of Roads, Detail Design of New Bridges and Detail Design of Maintenance intervention of Existing Bridges and Construction Supervision of Road in the last ten (10) years (completed in the period between 2004 March and 2014 February) shall be presented in the prescribed FORM C-2. The experience of the Consulting Firm shall be supported with evidence/proof in the form of experience certificates/completion certificates showing the dates of completion of the Assignments, size (total cost) of the project and value (cost) of the consulting assignments. The experience of the Consulting Firm without evidence/proof shall not be considered for evaluation. In case of JV the Consultant shall mention its role whether in the form of lead partner or associate partner and brief description of project.

D. Management Competence

List availability of Key professional *in house staff* associated with the organization more than one year. [FORM D-1]

E. Financial Competence

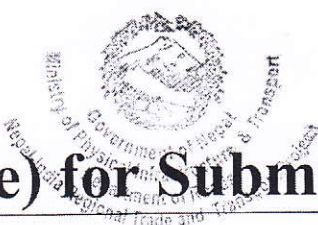
The consultant shall furnish the details of financial status in the form attached in [FORM E-1].

F. Geographical Competence

Experience of the firm in any Civil Engineering Projects completed within last ten (10) years (completed in the period between 2004 March and 2014 February) in different country/Region other than home country.

G. Adherence to the code of ethics and Government's anticorruption policy

The Consultant shall submit declaration to Adherence to the code of ethics and Government's anticorruption policy.



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FORM B-1: Self Declaration

Date:

To,
Project Coordinator
Nepal India Regional Trade and Transport Project
Department of Roads Babarmahal, Kathmandu

Dear Sir,

We,..... (name of all Consulting Firm)
declare that we are legally eligible to participate in the procurement process of consulting services for **Feasibility Study and Detail Engineering Design of Roads, Detail Design of New Bridges and Detail Design of Maintenance Intervention of Existing Bridges, Construction Supervision of Road and Road Safety Audit**. We also declare that we do not have any conflict of interest in the said assignment.

We hereby also declare that we have not received any punishment while doing consulting business in the last ten years.

Note: (If any member of the consulting Firm is not eligible to participate in procurement process or has conflict of interest in the said assignment or has received any punishment while doing consulting business in the last ten years, the same must be clearly mentioned in this form. Any history of litigation during the last five years shall also be declared here along with the relevant verdict.)

Firm 1

Signature:

Name:

Designation:

For and on behalf of:

Firm 2

Signature:

Name:

Designation:

For and on behalf of:

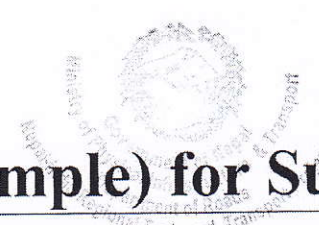
Firm 3

Signature:

Name:

Designation:

For and on behalf of:



Format (Sample) for Submission of EOI

FORM C-1: Major work during last ten years which best illustrates qualifications

Project Name:	Country:
Project Location:	Professional Staff Provided by your Company:
Name of client:	No. Staff:
Start Date: (Month/Year)	No. of Man-months:
Completion Date: (Month/Year)	Name of Senior Staff (Project Director/Coordinator, Team Leader) involved and functions performed:
Approximate Value of Work (Total Project Cost):	Approximate Value of Service (cost of Consulting service provided by the firm):
Detailed Narrative Description Project	
Detailed Description of actual Services Provided by your company:	

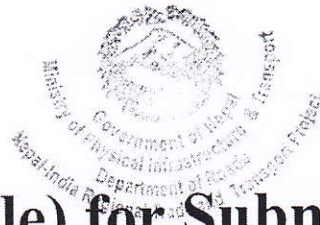
*Note: The copy of the Work Completion Certificate issued by the Client shall be attached.
Separate sheets for each type of assignment is encouraged.*

Format (Sample) for Submission of EOI

FORM C-2: Relevant work Experience

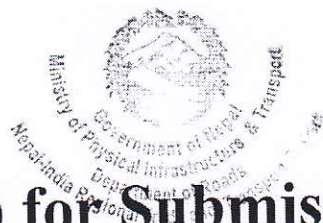
Name of the Project:	
Location/ Country	
Description of work	
Client	
Cost of work (Project Cost)	
Value of contract (Consulting Service value)	
Value of consulting service done by the firm	
Year of start	
Year of completion	

Note: The copy of the Work Completion Certificate issued by the Client shall be attached. Separate sheets for each type of assignment is encouraged.



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FORM D-1: List of available key professional in house staff having experience in related works (Only those associated with the firm for more than one year)



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FORM E-1: Financial Competence

Financial status

Description	Amount
Total assets	
Total liabilities	
Current liabilities	
Current assets	
Current credit resources	

Fiscal Year		Turnover
2065-66 BS	2008-09 AD	
2066-67 BS	2009-10 AD	
2067-68 BS	2010-11 AD	
2068-69 BS	2011-12 AD	
2069-70 BS	2012-13 AD	
Average Annual turnover		

Note:

1. Provide similar information for each member in case of joint venture.
2. Average annual turnover of best three of last five years will be considered for evaluation. Supporting documents (Audited Report) should be submitted.