

मिति: २०८३।०६।२७

श्रीमान् महानिर्देशकज्यू,
सडक विभाग,
चाकुपाट, ललितपुर।

विषय: प्रतिवेदन पेश गरिएको सम्बन्धमा।

श्री सडक विभागको मिति २०८३।०४।१४ गतेको SMT बैठकको निर्णयानुसार सडक विभाग अन्तर्गत खरिद कार्यमा सहभागि हुने बोलपत्रदाताहरूको योग्यता निर्धारण सम्बन्धी “Guidelines for determining the qualification criteria for bidders participating in procurement of construction works under DoR” तयार गर्न गठित कार्यदललाई प्राप्त निर्देशन अनुसार सार्वजनिक खरिद ऐन २०६३, सार्वजनिक खरिद नियमावली २०६४, विभिन्न समयमा जारी भएका विभागीय परिपत्रहरू तथा सार्वजनिक खरिदको प्रचलित मूल्यमान्यताका आधारमा तयार गरीएको निर्माण कार्यको खरिदका लागि बोलपत्र सम्बन्धी कागजातको Evaluation and Qualification Criteria तय गर्न **Guidelines for Preparation of Evaluation and Qualification Criteria of Bidders for Procurement of Works under DoR** तयार गरी यसै साथ संलग्न गरी पेश गरेका छौं।

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-सदस्य

पोषक नेपाल, इन्जिनियर, पुल महाशाखा, सडक विभाग

-सदस्य

सुभाष कुमार खड्का क्षेत्री, इन्जिनियर, गुणस्तर, अनुसन्धान तथा विकास केन्द्र

-सदस्य



Government of Nepal
Ministry of Infrastructure Development
Department of Roads (DoR)

Guidelines for Preparation of
Evaluation and Qualification Criteria of Bidders
for Procurement of Works under DoR

October 2026

Abbreviation

AACT = Average Annual Construction Turnover

AC = Asphalt Concrete

ACT = Annual Construction Turnover

BDS = Bid Data Sheets

BoQ = Bill of Quantities

CGP = Closed Graded Premix

DB = Design and Build

DBM = Dense Bituminous Macadam

DBSD = Double Bituminous Surface Dressing

DoR = Department of Roads

EPC = Engineering, Procurement and Construction

EQC = Evaluation and Qualification Criteria

IFB = Invitation for Bids

ITB = Instructions to Bidders

JV = Joint Venture

NCB = National Competitive Bidding

OGP = Open Graded Premix

PPMO = Public Procurement and Monitoring Office

SBSD = Single Bituminous Surface Dressing

SDBC = Semi Dense Bituminous Concrete

WPI = Wholesale Price Index

Table of Contents

Introduction	1
1. Evaluation	2
1.1 Adequacy of Technical Proposal.....	2
1.2 Multiple Contracts	2
1.3 In Case Other than Multiple Contracts	3
1.4 Completion Time	3
1.5 Alternative Technical Solutions	3
1.6 Quantifiable Nonconformities and Omissions.....	3
2. Qualification	4
2.1 Eligibility	4
2.2 Pending Litigation.....	6
2.3 Financial Situation	6
2.3.1 Historical Financial Performance	6
2.3.2 Average Annual Construction Turnover.....	7
2.3.3 Financial Resources	8
2.3.4 Required Bid Capacity	9
2.4 Experience.....	10
2.4.1 General Construction Experience	10
2.4.2 Specific Construction Experience.....	10
2.4.2 (a) Contracts of Similar Size and Nature	10
2.4.2 (b) Construction Experience in Key Activities*.....	15
2.5 Subcontractors.....	22

GUIDELINES FOR PREPARATION OF EVALUATION AND QUALIFICATION CRITERIA

Introduction

The Standard Bidding Document consists of ten (10) Sections. Section I (Instructions to Bidders) and Section VIII (General Conditions of Contract) shall not be altered or modified under any circumstances. The Invitation for Bids (IFB) is issued for advertisement purposes and provides essential information to enable prospective Bidders to decide whether to participate in the bidding process. The IFB is included in the Bidding Document for information only.

The Procuring Entity shall specify its particular requirements in Section II (Bid Data Sheet), Section III (Evaluation and Qualification Criteria), Section IV (Table of Price Adjustment Data), Section VI (Works Requirements) and Section IX (Special Conditions of Contract).

The Bidding Document must contain all information necessary for a Bidder to prepare and submit a responsive bid and must enable the Procuring Entity to evaluate the bids in a fair, transparent and accurate manner. The purpose of the Evaluation and Qualification Criteria (EQC) is to specify the criteria that determine the substantially responsive bid closest to the Average Bid Price and the qualifications of the Bidder to perform the contract. The Procuring Entity shall prepare the EQC taking into account the nature, quantity and estimated cost of the procurement and shall include it as Section III of the Bidding Document. In determining the Evaluation and Qualification Criteria, the Procuring Entity shall follow the guidance contained in this document and shall not limit competition or impose onerous criteria.

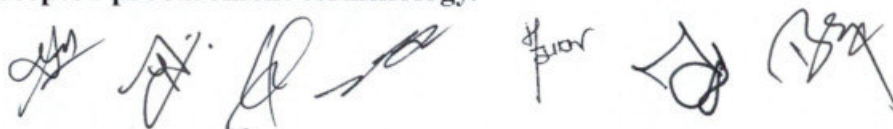
A Bidder's qualifications shall be evaluated solely on the basis of the information and documents submitted with the bid. The Bidder shall be fully responsible for the accuracy, completeness and authenticity of all documents and certificates submitted.

These Guidelines serve as a general reference for procuring entities under the Department of Roads when preparing Evaluation and Qualification Criteria for the procurement of construction works under National Competitive Bidding procedures. One of the principal objectives of these Guidelines is to promote uniformity in Bidding Documents issued by entities under the Department of Roads and to ensure clear, consistent and undisputed evaluation of bids.

In the event of any conflict between the provisions of these Guidelines, Public Procurement Act 2063 (as amended), Public Procurement Regulations 2064 (as amended), Public Procurement Monitoring Office (PPMO) Standard Bidding Documents or Guidelines, or any other prevailing law of Nepal, the legal provisions shall prevail.

Guidance notes appearing within square brackets [] and guidance footnotes in the Standard Bidding Document are intended solely for the use of the Procuring Entity in preparing the Bidding Document and shall be deleted from the final version issued to Bidders.

Always keep the requirements simple. Do not impose restrictive criteria. Use only universally accepted procurement terminology.



Section III: Evaluation and Qualification Criteria

This Section contains all the criteria that the Employer shall use to evaluate bids and qualify Bidders through a post-qualification exercise. The Government of Nepal / Development Partner requires Bidders to be qualified by meeting predefined, precise minimum requirements. The method sets pass-fail criteria which, if not met by the Bidder, shall result in disqualification. In accordance with ITB 32 and ITB 35, no other methods, criteria or factors shall be used. The Bidder shall provide all the information requested in the forms included in Section IV (Bidding Forms).

1. Evaluation

In addition to the criteria listed in ITB 35.2 (a) – (e), the following criteria shall apply:

Note: Use the evaluation criteria listed below as appropriate and required for the project.

1.1 Adequacy of Technical Proposal

Evaluation of the Bidder's Technical Proposal will include an assessment of the Bidder's technical capacity to mobilize key equipment and personnel for the contract, consistent with its proposal regarding work methods, scheduling and material sourcing, in sufficient detail and fully in accordance with the requirements stipulated in Section VI (Works Requirements).

Non-compliance with the equipment and personnel requirements described in Section VI (Works Requirements) shall not be a ground for rejection of the bid. Such non-compliance shall be subject to clarification and rectification prior to contract award.

1.2 Multiple Contracts

Multiple Contracts, if permitted under ITB 35.4, and where the Bidding Document allows Bidders to quote separate prices for different lots (Contracts) and to award multiple Contracts to a single Bidder as specified in the Bid Data Sheet (ITB 1.1), will be evaluated as follows:

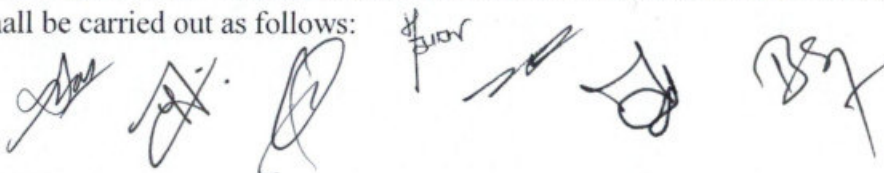
Award Criteria for Multiple Contracts [ITB 35.4]:

Bidders have the option to bid for any one or more Contracts. Bids will be evaluated taking into account discounts offered, if any, for combined contracts. The Contract(s) will be awarded to the Bidder or Bidders offering the lowest evaluated cost to the Employer for the combined contracts, subject to the selected Bidder(s) meeting the required qualification criteria for the combination of multiple contracts, as the case may be.

Qualification Criteria for Multiple Contracts:

The criteria for qualification shall be the sum of the minimum requirements for the respective individual contracts as specified under items 2.3.2, 2.3.3, 2.3.4 and 2.4.2 (b).

With respect to the Contracts of Similar Size and Nature under item 2.4.2 (a) of Section III, the evaluation shall be carried out as follows:

A series of handwritten signatures and initials in black ink, including a stylized 'S', a signature that appears to be 'A. S.', a signature that appears to be 'B. S.', a signature that appears to be 'S. S.', a signature that appears to be 'S. S.', a signature that appears to be 'S. S.', and a signature that appears to be 'S. S.'.

- N is the minimum number of contracts required as per Specific Construction Experience (2.4.2 (a)).
- V is the minimum value of a single contract as per Note (2) or Note (3) of 2.4.2 Specific Construction Experience.

i. Minimum requirements for combined contract(s) shall be the aggregate requirements for each contract for which the Bidder has submitted bids, as follows (N1, N2, N3, etc. shall refer to different contracts):

- Contract 1: N1 contracts, each of minimum value V1;
- Contract 2: N2 contracts, each of minimum value V2;
- Contract 3: N3 contracts, each of minimum value V3;
- and so on.

Or

ii. The total number of contracts is equal to or less than $N1 + N2 + N3 + \dots$, but the total value of all such contracts is equal to or more than $N1 \times V1 + N2 \times V2 + N3 \times V3 + \dots$

Note: Mention "Multiple Contracts Not Applicable" if multiple contracts are not permitted under ITB 35.4.

1.3 In Case Other than Multiple Contracts

Bidders have the option to bid for any one or more Contracts. The Contract(s) will be awarded to the Bidder or Bidders offering the lowest evaluated cost to the Employer, subject to the selected Bidder(s) meeting the required qualification criteria, which shall be the sum of the minimum requirements for the respective individual contracts. Under this case, the Contract shall be awarded on the basis of the Least Cost Combination to the Employer.

Note: If the Bidder(s) being awarded more than one contract are required to meet the qualification criteria which is the sum of the minimum requirements for the respective individual contracts, the procuring entity shall clearly mention the name and contract number of the lots (contracts) in the Bid Data Sheet (ITB 1.1) of the Bidding Document of each of those contracts.

1.4 Completion Time

An alternative Completion Time, if permitted under ITB 13.2, will be evaluated as follows:
[insert project specific requirements: Generally, "Not Applicable"]

1.5 Alternative Technical Solutions

Alternative technical solutions, if permitted under ITB 13.4, will be evaluated as follows:
[insert project specific requirements: Generally, "Not Applicable"]

1.6 Quantifiable Nonconformities and Omissions

Subject to ITB 14.2 and ITB 35.2, the evaluated cost of quantifiable nonconformities including omissions is determined as follows:

Pursuant to ITB 31.3, the cost of all quantifiable nonmaterial nonconformities shall be evaluated but excluding omission of prices in the Bill of Quantities (BoQ). The Employer will make its own assessment

of the cost of any nonmaterial nonconformities and omissions for the purpose of ensuring fair comparison of bids.

2. Qualification

2.1 Eligibility

Eligibility is the minimum requirement of the bidder(s) to decide whether they can participate in the bidding process. Each of the partner of the Bidder(s) must meet tall of the he eligibility criteria.

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
2.1.1 Nationality					
Nationality in accordance with ITB sub-clause 4.2	must meet requirement	must meet requirement	must meet requirement	not applicable	Letter of Technical Bid, Forms ELI –1; ELI –2 with attachments
2.1.2 Conflict of Interest					
No conflicts of interest in accordance with ITB Sub-Clause 4.3.	must meet requirement	existing or intended JV must meet requirement	must meet requirement	not applicable	Letter of Technical Bid
2.1.3 Government/ DP Eligibility					
Not having been declared ineligible by government /DP, as described in ITB Sub-Clause 4.4.	must meet requirement	must meet requirement	must meet requirement	not applicable	Letter of Technical Bid
2.1.4 Government-owned Entity					
Bidder required to meet conditions of ITB Sub-Clause 4.5.	must meet requirement	existing or intended JV must meet requirement	must meet requirement	not applicable	Letter of Technical Bid, Forms ELI - 1, ELI - 2, with attachments
2.1.5 UN Eligibility					
Not having been declared ineligible based on a United Nations resolution or Employer's country law, as described in ITB Sub-Clause 4.7.	must meet requirement	existing or intended JV must meet requirement	must meet requirement	not applicable	Letter of Technical Bid
2.1.6 Bidder's Running Contracts					
Bidders have not yet secured five (5) number of construction Contracts ¹ (in open competitive bidding) as	must meet requirement	existing or intended JV must meet	must meet requirement	not applicable	Letter of Technical Bid, Form ELI-3

¹ Following Procurement of Works contracts shall not be counted for this purpose:

- The works for which tender were invited or contracts accepted before 2078-12-03 B.S (March 17, 2022 A.D)
- The works for which tender have been invited and contracts accepted after 2078-12-03 B.S (March 17, 2022 A.D) but the work acceptance report has been approved according to Rule 117 of PPR.
- The works for which tenders were invited or contracts accepted under all types of foreign assistance.

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
described in ITB Sub-Clause 4.9.		requirement			
2.1.7 Other Eligibility					
Firm or Company Registration Certificate	must meet requirement	not applicable	must meet requirement	not applicable	Document attachment
Business Registration License	must meet requirement	not applicable	must meet requirement	not applicable	Document attachment
VAT and PAN Registration certificate <i>(only for domestic bidders)</i>	must meet requirement	not applicable	must meet requirement	not applicable	Document attachment
Tax Clearance Certificate or Tax return submission evidence or evidence of time extension for the F/Y..... <i>(Only for domestic bidders)</i>	must meet requirement	not applicable	must meet requirement	not applicable	Document attachment
Additional requirements <i>[Insert if any]</i>					

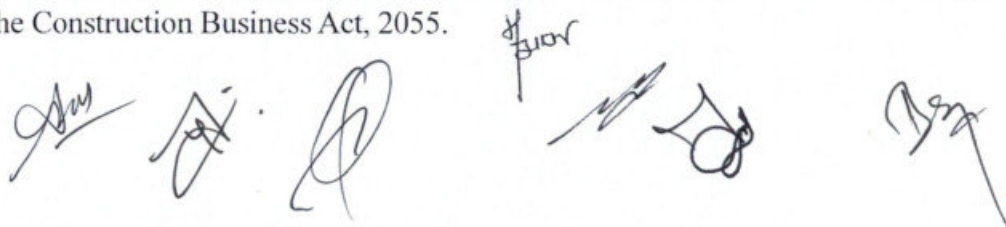
Note: Following notes are for the guidance for preparation of bidding document and shall be removed while issuing the bidding document:

- For Invitation for Bids Date from Shrawan to Ashoj 2083,
 - Either tax clearance certificate for FY 2081/82 or Tax Clearance Certificate/Tax return submission evidence for FY 2082/83.
- For Invitation for Bids Date from Kartik to Poush 2083,
 - Tax Clearance Certificate/Tax return submission evidence/ evidence of time extension for FY 2082/83.
- For Invitation for Bids Date from Magh 2083 to the end of Ashar 2084,
 - Tax Clearance Certificate/Tax return submission evidence for FY 2082/83.

Evaluation Method

The evaluation of all the eligibility requirements from 2.1.1 to 2.1.7 of a Bidder is determined on the basis of the Letter of Technical Bid, Form ELI-3 and other historical documents submitted by the Bidder. The Bidder (as a Single Entity or as a Joint Venture) shall meet all the specified requirements.

With respect to the Business Registration License under Clause 2.1.7 (Other Eligibility), the evaluation shall be carried out taking into consideration the relevant provisions relating to evaluation under the Public Procurement Act, 2063 and the Public Procurement Regulations, 2064, as well as the provisions relating to the validity period and renewal of the license under Sub-sections (2) and (3) of Section 5 of the Construction Business Act, 2055.



However, for historical documents such as Firm or Company Registration Certificate, Business Registration License, VAT and PAN Registration certificate (only for domestic bidders) and Tax Clearance Certificate or Tax return submission evidence or evidence of time extension, which are specified as "Mandatory" in ITB 21.1; shall be processed as per ITB 27 in case of corrupt file upload or non-submission.

2.2 Pending Litigation

Litigation is a term used to describe legal proceedings initiated between the Employer and the Contractor to enforce or resolve a claim arising during the execution of the Contract. Litigation is typically settled by agreement between the parties, but it may also be heard and decided by a court.

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
2.2.1 Pending Litigation					
All pending litigation shall be treated as resolved against the Bidder and so shall in total not represent more than 50 percent of the Bidder's net worth.	must meet requirement by itself or as partner to past or existing JV	not applicable	must meet requirement by itself or as partner to past or existing JV	not applicable	Form LIT - 1

Evaluation Method

The pending Litigation is determined on the basis of Form LIT-1 declared and submitted by the Bidder. The total Litigation amount treated as resolved against the Bidder shall not exceed the limit specified. The Bidder (as a Single Entity or as a Joint Venture) shall meet all the specified requirements.

2.3 Financial Situation

2.3.1 Historical Financial Performance

The difference between total assets and total liabilities are treated as Net Worth of a bidder.

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
2.3.1 Historical Financial Performance					
Submission of audited balance sheets and income statements, for the last 3 (three) years to demonstrate the current soundness of the Bidder's financial position. As a minimum, a Bidder's net worth for the last year calculated as the difference between total assets and total liabilities should be positive.	must meet requirement	not applicable	must meet requirement	not applicable	Form FIN - 1 with attachments

Evaluation Method

The Net Worth which is the difference between total assets and total liabilities is determined from audited financial statements of the relevant fiscal year. The Net Worth of a bidder must be positive for the latest completed fiscal year to qualify for further evaluation. The Bidder (as a Single Entity or as a Joint Venture) shall meet all the specified requirements.

2.3.2 Average Annual Construction Turnover

The Average Annual Construction Turnover (AACT) is the total certified payment received by the firm for construction contracts in progress or completed in a particular fiscal year.

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
2.3.2 Average Annual Construction Turnover					
Minimum average annual construction turnover of NRs(3)....., calculated as total certified payments received for construction contracts in progress or completed, within best three years out of last ten fiscal years.	must meet requirement	must meet requirement	must meet <u>25 %</u> of the requirement	must meet <u>40 %</u> of the requirement	Form FIN -2

1. Only the net amount shall be calculated after deducting the amount for VAT and such amount shall be adjusted to present value **(30 days prior to the deadline of bid submission)** by applying wholesale price index of Nepal Rastra Bank.
2. Bidders are encouraged to submit the consolidated Audit Report.

Note: Following notes are for the guidance for preparation of bidding document and shall be removed while issuing the bidding document:

(3) The amount stated should normally not be less than $1.5 \times V/T$, the estimated annual turnover in the subject contract based on a straight-line projection of the Engineer's estimated cost (V), over the contract duration (T) in year. The Engineer's estimated cost (V) is taken without VAT and contingencies but including provisional sum. Contract duration less than one year shall be considered one year. The multiplier of 1.5 may be reduced up to 1 (one) in accordance with the size, nature and complexity of contracts.

Example 1

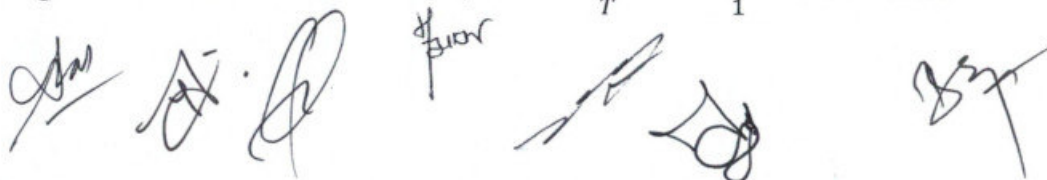
Estimate (Including Ps Excluding VAT) = NRs. 300 million; Contract Period = 24 months = 2 years

Average Annual Construction Turnover, NRs. $= \frac{1.5 \times V}{T} = \frac{1.5 \times 300}{2} = 225$ million

Example 2

Estimate (Including Ps Excluding VAT) = NRs. 100 million; Contract Period = 9 months = Say 1 year

Average Annual Construction Turnover, NRs. $= \frac{1.5 \times V}{T} = \frac{1.5 \times 100}{1} = 150$ million



Evaluation Method

The Average Annual Construction Turnover (without VAT) of a firm shall be determined based on its audited financial statements for the relevant fiscal year. Only turnover derived from construction works shall be considered for evaluation; turnover from other activities or sources shall not be considered. The Average Annual Construction Turnover shall be determined as the average of the Annual Construction Turnovers of the best three years out of the last ten years prior to bid submission deadline. Where a firm has undertaken works as a member of a Joint Venture, the firm's turnover shall be calculated based on its proportionate share in the relevant Joint Venture work. The eligible turnover from all qualifying construction works shall be aggregated to determine the firm's annual construction turnover.

The annual construction turnover for each fiscal year shall be adjusted to its present value using the Wholesale Price Index (WPI) i.e. Overall Index published by Nepal Rastra Bank, as follows:

$$\text{Present Value} = \text{Bidder's ACT for the particular FY} \times \frac{\text{Current WPI}}{\text{WPI for the particular FY}}$$

Where, Current WPI = WPI prevailing 30 days prior to the deadline for submission of bids.

The Bidder (as a Single Entity or as a Joint Venture) shall meet all the specified requirements.

2.3.3 Financial Resources

A Bidder must be financially sound enough and must maintain construction cash flow so that the construction work is uninterrupted until the payment is received from the Employer.

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
2.3.3 Financial Resources					
Using Forms FIN - 3 and FIN - 4 in Section IV (Bidding Forms) the Bidder must demonstrate access to, or availability of, financial resources such as liquid assets ² , unencumbered real assets, and other financial resources, (other than any contractual advance payments) to meet the cash-flow requirement of NRs. ... (6)	must meet requirement	must meet requirement	must meet <u>25 %</u> of the requirement	must meet <u>40 %</u> of the requirement	Form FIN - 3

Note: Following notes are for the guidance for preparation of bidding document and shall be removed while issuing the bidding document:

² Liquid Assets mean cash and cash equivalents, short-term financial instruments, short term available-for-sale-securities, marketable securities, trade receivables, short-term financing receivables and other assets that can be converted into cash within ONE YEAR.

(6) Construction cash flow requirement for a number of months (to the nearest half-month), determined as the total time needed by the Employer to pay a contractor's invoice, allowing for (a) the actual time consumed for construction, from the beginning of the month invoiced, (b) the time needed by the Project Manager to issue the monthly payment certificate, (c) the time needed by the Employer to pay the amount certified, and (d) a contingency period of one month to allow for unforeseen delays. The total period should not exceed three months for estimated cost (without VAT and contingencies but including PS) more than NRs. 250 Millions and for estimated cost (without VAT and contingencies but including PS) less than NRs. 250 Millions, the total period should not exceed 5 months. The assessment of the monthly amount should be based on a straight-line projection of the estimated cash flow requirement over the particular contract period, neglecting the effect of any advance payment and retention monies, but including contingency allowances in the estimated contract cost.]

For example:

a) For Estimate Value > 250 million

Estimate Amount (Including Ps Excluding VAT) = NRs. 300 million; Contract Period = 24 months

Financial Resources Requirement = $\frac{300 \times 3}{24}$ = NRs. 37.5 million

Time needed by the Employer to pay a contractor's invoice = 3 Months

b) For Estimate Value < 250 million

Estimate (Including Ps Excluding VAT) = NRs. 100 million; Contract Period = 9 months

Financial Resources Requirement = $\frac{100 \times 4}{9}$ = NRs. 44.44 million

Time needed by the Employer to pay a contractor's invoice = 4 Months

Evaluation Method

Liquid assets, unencumbered real assets, and other financial resources (other than any contractual advance payments) of a firm shall be obtained from its audit report for the last FY and line of credit provided by the bank to the Bidder for the particular contract is added together to calculate the Bidder's financial resource. The Bidder (as a Single Entity or as a Joint Venture) shall meet all the specified requirements.

2.3.4 Required Bid Capacity

Bid capacity is the capacity of the Bidder to undertake the proposed contract. The resources of the contractor with many numbers of contracts in hand may have been used to other contracts as well and the contractor may not be able to execute and complete the said work in the stipulated time. Thus, the capacity of the Bidder has to be checked while evaluating the bids.

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirements
		All Partners Combined	Each Partner	One Partner	
2.3.4 Required Bid Capacity					
The bidding capacity of the bidder should be equal to or more than the NRs... (9).....	must meet requirement	must meet requirement	must meet <u>25</u> % of the requirement	must meet <u>40</u> % of the requirement	Form FIN - 4 and Form FIN - 5

Note: Following notes are for the guidance for preparation of bidding document and shall be removed while issuing the bidding document:

(9) The amount stated should be **80 %** of Engineer's Estimate (without VAT and Contingencies but including Provision Sum) in round figure

Evaluation Method

Bid Capacity of a Bidder, as a Single Entity or Each Partner of a Joint Venture, is calculated from the information provided by the Bidder in Form FIN-4 and Form FIN-5 using the following formula:

$$\text{Bid Capacity} = (5 \times A) - B$$

Where, A = Average Annual Construction Turnover of best three years out of last ten fiscal years,

B = Annual Value of the existing commitments and works (ongoing) to be completed, calculated from FIN-5.

The Bidder (as a Single Entity or as a Joint Venture) shall meet all the specified requirements.

2.4 Experience

2.4.1 General Construction Experience

The general construction experience shows the participation of the work by a bidder in the role of contractor, subcontractor, or management contractor.

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirement
		All Partners Combined	Each Partner	One Partner	
Experience under construction contracts in the role of contractor, subcontractor, or management contractor for at least the last 3 (three) years prior to the applications submission deadline.	must meet requirement	not applicable	must meet requirement	not applicable	Form EXP - 1

Evaluation Method

The Bidder (as a Single Entity or as a Joint Venture) shall meet all the specified requirements.

2.4.2 Specific Construction Experience

2.4.2 (a) Contracts of Similar Size and Nature

A bidder shall have the experience in similar works before to satisfactorily execute the proposed work. The similarity must be based on the physical size, complexity, methods, technology or other characteristics.

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirement
		All Partners Combined	Each Partner	One Partner	
(a) Contracts of Similar Size and Nature					
(i) For Works with Estimated value (without VAT & Contingency but including PS) up to NRs. 100 million					
Participation as Prime contractor, management contractor, or subcontractor, within the last ten (10) years, that have been successfully or are substantially ^a completed and that are similar to the proposed works. The similarity shall be based on the physical size, complexity, methods, technology or other characteristics as described; 1.... 2.... 3.....	must meet requirement, in at least One (1) Contract with a value of at least NRs(13)....	not applicable	not applicable	must meet requirement, in at least One (1) Contract with a value of at least NRs(13)....	Form EXP – 2(a)
(ii) For Works with Estimated value (without VAT & Contingency but including PS) above NRs. 100 million					
Participation as Prime contractor, management contractor, or subcontractor, within the last ten (10) years, that have been successfully or are substantially ^a completed and that are similar to the proposed works. The similarity shall be based on the physical size, complexity, methods, technology or other characteristics as described; 1.... 2.... 3.....	Must meet requirement in at least One (1) Contract with a value of at least NRs(14)....	not applicable	not applicable	Must meet requirement in at least One (1) Contract with a value of at least NRs(14)....	Form EXP – 2(a)

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirement
		All Partners Combined	Each Partner	One Partner	
(a) Contracts of Similar Size and Nature					
(iii) For complex works with Estimated value (without VAT & Contingency but including PS) up to NRs. 100 million**					
Participation as Prime contractor, management contractor, or subcontractor, within the last ten (10) years, that have been successfully or are substantially ^a completed and that are similar to the proposed works. The similarity shall be based on the physical size, complexity, methods, technology or other characteristics as described; 1.... 2.... 3.....	must meet requirement, in at least One (1) Contract with a value of at least NRs(13)	not applicable	must meet requirement in at least one Contract with a value of at least NRs (15)....	must meet requirement, in at least One (1) Contract with a value of at least NRs(13)	Form EXP – 2(a)
(iv) For complex works with Estimated value (without VAT & Contingency but including PS) above NRs. 100 million**					
Participation as Prime contractor, management contractor, or subcontractor, within the last ten (10) years, that have been successfully or are substantially ^a completed and that are similar to the proposed works. The similarity shall be based on the physical size, complexity, methods, technology or other characteristics as described; 1.... 2.... 3.....	must meet requirement, in at least One (1) Contract with a value of at least NRs(14)	not applicable	must meet requirement in at least one Contract with a value of at least NRs(15)....	must meet requirement, in at least One (1) Contract with a value of at least NRs(14)	Form EXP – 2(a)

1. Only the net amount shall be calculated after deducting the amount for VAT and such amount shall be adjusted to present value **(30 days prior to the deadline of bid submission)** by applying wholesale price index of Nepal Rastra Bank.
2. ^a A contract for which a Taking-Over Certificate has been issued shall be considered as substantially completed.
3. An experience certificate issued by the Employer having at least 90% physical progress of the contract shall also be considered for the evaluation purpose.

Note: Following notes are for the guidance for preparation of bidding document and shall be removed while issuing the bidding document:

***Complex works means those works involving complex technology such as tunnel roads, roads (asphalt concrete, Rigid pavement with high strength concrete M35 or above, surface dressing), Slope Stability works with pile or anchors or nailing, major bridges, special bridges (pre stressed bridge, arch bridge, cable stayed bridge, suspension bridge etc.), airport, large water supply and wastewater projects, large irrigation projects and their components like Headworks, weir, Barrage, Tunnel works, hydropower projects and similar works. However, in case of complex works like tunnel roads, airports, railway lines, hydropower projects, flyover, viaduct etc. for which experienced domestic bidders may not be available in market, in order to enhance capability of domestic bidders, the qualification criteria may be specified in a similar manner for non-complex works i.e. each partner's requirement may be specified as "not applicable".*

(13) Insert amount in Nepalese rupees, which is 40% (in above round figure in thousand) of the estimated value (without VAT and contingencies but including provisional sum) of the subject contract.

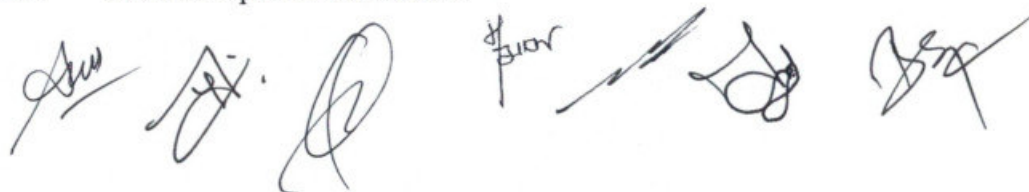
(14) Insert amount in Nepalese rupees, which is 60% (in above round figure in thousand) of the estimated value (without VAT and contingencies but including provisional sum) of the subject contract.

(15) Only in case of complex works, insert amount which is 10% (in above round figure in thousand) of the estimated value (without VAT and contingencies but including provisional sum) of the subject contract.

Guidance for Specifying requirement of Contracts of Similar Size and Nature

A Procuring entity must specify **any one criterion** as per the requirement of works as follows:

- (a) If the proposed work is **Road Works** (new construction, widening, upgrading, or maintenance) involving any one or a combination of earthworks, structural works, pavement works, etc:
 1. **Road Construction Works,**
- (b) If the proposed work is **Motorable Bridge Works** involving any type of foundation, substructure and superstructure:
 1. **Motorable Permanent Bridge Works**
- (c) If the proposed work is **Road Tunnel Works:**
 1. **Any Tunnel Works**
- (d) If the proposed work is **Road Construction Works & Bridge Works Combined**, the following shall apply:
 - I. If the Bridge Component constitutes less than 25% of the total Estimate, requirement shall be evaluated in accordance with (a) **Road Works** above.
 - II. If the Road Component constitutes less than 25% of the total Estimate, the requirement shall be evaluated in accordance with (b) **Motorable Bridge Works** above.
 - III. Otherwise proceed as below:



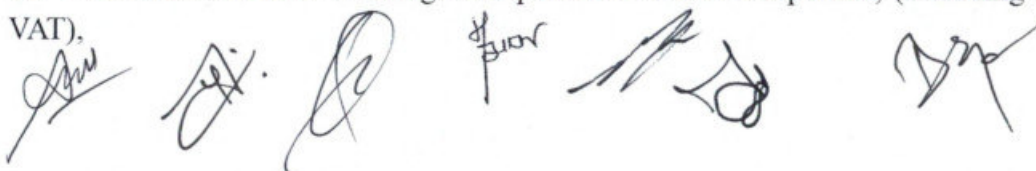
Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirement
		All Partners Combined	Each Partner	One Partner	
2.4.2 Specific Construction Experience (a) Contracts of Similar Size and Nature					
Participation as Prime contractor, management contractor, or subcontractor, within the last ten (10) years, that have been successfully or are substantially ^a completed and that are similar to the proposed works. The similarity shall be based on the physical size, complexity, methods, technology or other characteristics as described; Road construction Works with Motorable Bridge construction works	must meet requirement, in at least One (1) Road and Motorable Permanent Bridge construction Works in a single Contract with a value of at least NRs(60% of ET) OR must meet requirement, in at least One (1) contract of Road Construction Works with a value of at least NRs (60% of ER) and in at least One (1) contract of Motorable Permanent Bridge Construction works with a value of at least NRs(60% of EB)	not applicable	must meet requirement, in at least One (1) Road and Motorable Permanent Bridge construction Works in a single Contract with a value of at least NRs(10% of ET) OR must meet requirement, in at least One (1) contract of Road Construction Works with a value of at least NRs (10% of ER) and in at least One (1) contract of Motorable Permanent Bridge Construction works with a value of at least NRs(10% of EB)	must meet requirement, in at least One (1) Road and Motorable Permanent Bridge construction Works in a single Contract with a value of at least NRs(60% of ET) OR must meet requirement, in at least One (1) contract of Road Construction Works with a value of at least NRs (60% of ER) and in at least One (1) contract of Motorable Permanent Bridge Construction works with a value of at least NRs(60% of EB)	Form EXP – 2(a)

Where,

ET = Total Estimated Amount (including PS but Excluding VAT) = ER + EB,

ER = Estimate Amount of Road component (including PS but Excluding VAT),

EB = Estimate Amount of Bridge component of Road component, (including PS but Excluding VAT),



(e) Special Types of Works

For Special type of Bridges (Arch Bridge, Balanced Cantilever Bridge, Segmental construction of Bridge, Cable stayed Bridge, any other bridge/s with span equal or greater than 75 m, any type of Pre-Stressed bridge with length more than 200 m, Flyover or Elevated Bridge, and any other innovative type of Bridge), viaducts, or other special works; the qualification criteria may be determined by the Department of Roads.

Evaluation Method

Contracts of similar size and nature shall be evaluated from the experience certificate issued by the Employer and submitted by the Bidder. Only the contracts successfully or substantially completed within the last ten years prior to the bid submission deadline shall be considered. An experience certificate issued by the Employer having at least 90% physical progress of the contract shall also be considered for the evaluation purpose.

The value of particular contract of similar size and nature shall be adjusted to its present value using the Wholesale Price Index (WPI) i.e. Overall Index published by Nepal Rastra Bank, as follows:

$$\text{Present Value} = \text{Value of particular contract of similar size and nature} \times \frac{\text{Current WPI}}{\text{Base WPI}}$$

Where, Current WPI = WPI prevailing 30 days prior to the deadline for submission of bids,

Base WPI = WPI prevailing 30 days prior to the date of successful or substantial completion.

The Bidder (as a Single Entity or as a Joint Venture) shall meet all the specified requirements.

2.4.2 (b) Construction Experience in Key Activities*

Key activities are the main component of the works. Bidder's experience as prime contractor, management contractor, or subcontractor in the projects with same key activities and annual production rate to the proposed works provides basis of the assurance of successful completion of the work.

Criteria Requirement	Compliance Requirements				Documents
	Single Entity	Joint Venture			Submission Requirement
		All Partners Combined	Each Partner	One Partner	
Participation as Prime contractor, management contractor, or subcontractor, within a last ten (10) years, For the above or other contracts stipulated in 2.4.2(a) above, a minimum annual production rate on construction experience in the following key activities that have been successfully	must meet all requirements	must meet all requirements	not applicable	not applicable	Form EXP - 2(b)

Criteria	Compliance Requirements				Documents
Requirement	Single Entity	Joint Venture			Submission Requirement
		All Partners Combined	Each Partner	One Partner	
or substantially ^a completed: [list activities indicating number or rate of production as applicable; for the key activity (ies) in the subject contract. The rates should be about 80% of the estimated annual production rates of the key activity(ies) in the subject contract as needed to meet the expected construction schedule with due allowance for adverse climatic conditions. Contract duration less than one year shall be considered one year for calculation of annual production rates.]					

1. Key activities or production rates of different contracts for a particular duration can be added while evaluating. The annual production rate of key activities can be converted to a monthly production rate during the overlap period for better interpretation and evaluation.
2. In case of Joint Venture, the 'All Partners Combined' capacity shall be calculated by summing the maximum production rates achieved by each partner individually during any consecutive 12-month period. The 12-month period may differ for each individual partner.
3. An experience certificate issued by the Employer having at least 90% physical progress of the contract shall also be considered for the evaluation purpose.

Note: Following notes are for the guidance for preparation of bidding document and shall be removed while issuing the bidding document:

- * Under Criterion 2.4.2 (a), the specified requirements define the similarity of contracts, whereas the key activities or production rates to be specified under Criterion 2.4.2 (b) define the required capability of the Bidder to execute key components of the Works. There shall be no inconsistency or duplication of requirements between Criteria 2.4.2(a) and 2.4.2(b).
- * For the rate of production, the rate of production shall be on the basis of the average during the entire contract period.
- * Only the activities having weightage 10 percent or more of the total estimated amount that should be

manufactured or built by contractor should be considered as key activities.

- * *Key activities or production rates to be specified shall not restrict innovation and better quality.*
- * *While specifying key activities or production rates, it shall be assured and to be recorded by public entity so that sufficient bidders with required qualification are available in market for adequate competition.*
- * *Key activities or production rates to be specified shall be unambiguous e.g. environmentally friendly, international/high standard, complex technology etc.*
- * *While specifying Key activities or production rates, the similarity shall be based on the complexity, methods or technology to be adopted.*
- * *The activities that can be sub-contracted or readily available in the market (e.g. lift, elevator, electrical works, special type of facilities etc.) shall not considered as key activities.*

Special Works with a BOQ weightage of less than 10% may be designated as Key Activity, provided that a clear basis and justification are explicitly documented during the approval of the Bidding Document.

Guidance for Specifying requirement of Key Activity(ties)

A Procuring entity must specify any one criterion as per the requirement of works as follows:

(a) Road Works:

80 % of the Lane Kilometer of the proposed Road divided by proposed contract duration in year
Or,

80 % of the Quantity of proposed key activity divided by proposed contract duration in year

(b) Motorable Bridge Works

80 % of Length of the proposed Bridge divided by proposed contract duration in year

* Specify one of the types of Bridge (Reinforced Cement Concrete (RCC)/ Pre-Stressed Concrete (PSC) or Steel)

** Add "Multi span" if proposed Bridge is more than one span

*** Add "with deep foundation" if the foundation of proposed Bridge is Pile or well

(c) Road Tunnel Works:

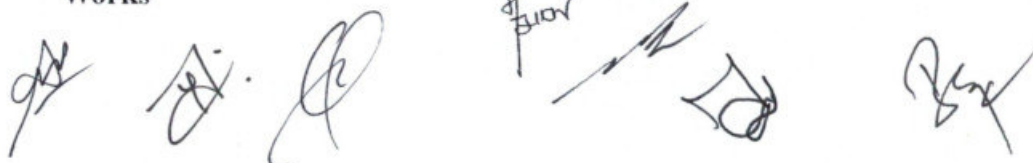
80 % of the Length of the proposed Tunnel divided by proposed contract duration in year

(d) If the proposed work is Road Construction Works & Bridge Works Combined, the following shall apply:

I. If the Bridge Component constitutes less than 25% of the total Estimate, requirement shall be in accordance with (a) **Road Works** above.

II. If the Road Component constitutes less than 25% of the total Estimate, the requirement shall be in accordance with (b) **Motorable Bridge Works** above.

III. Otherwise mention both in accordance with (a) **Road Works** and (b) **Motorable Bridge Works**



Example:

Key Activities	Minimum Criteria Requirement in 2.4.2 (b), in any one year	Remarks
Road works with Asphalt Concrete Pavement	 Lane Km of Road works with Asphalt Concrete / Semi Dense Bituminous Concrete Pavement in any one year	Minimum requirement = 80 % of Proposed Lane Km of road divided by proposed contract duration in year. If Length of road =20 km, Contract duration = 2yr, no. of lanes =2, Lane Km of road =20*2 = 40, Then, Minimum requirement = $80\% \times \frac{40}{2}$ = 16 Lane Km of Road Works in any one year.
Road Works with Surface Dressing (SBST/DBST)	 Lane Km of Road works with Surface Dressing in any one year	
Road Works with Premix Surfacing	 Lane Km of Road works with Premix Surfacing/Asphalt/ Semi Dense Bituminous Concrete Pavement in any one year	
Road Works with Rigid Pavement	 Lane Km of Road works with Rigid Pavement per year	
Any one or combination of Asphalt Concrete, Dense Bituminous Macadam and Semi Dense Bituminous Concrete	 cu.m of Asphalt Concrete/ Dense Bituminous Macadam/ Semi Dense Bituminous Concrete in any one year	Minimum requirement = 80 % of Quantity of key activity(ies) divided by proposed contract duration in year. Where, Quantity of key activity(ies) = Sum of BoQ Quantity of Asphalt Concrete, Dense Bituminous Macadam and Semi Dense bituminous Concrete.
Premix Surfacing [Close Graded Premix (CGP) or Open Graded Premix (OGP)]	 sq.m of Premix Surfacing/ Asphalt Concrete/ Dense Bituminous Macadam/ Semi Dense Bituminous Concrete in any one year	Minimum requirement = 80 % of Quantity of key activity(ies) divided by proposed contract duration in year. Where, Quantity of key activity(ies) = Sum of surface area of BoQ Quantity of Premix Surfacing/ Asphalt Concrete/ Dense Bituminous Macadam/ Semi Dense Bituminous Concrete
Surface Dressing Works [Double Bituminous Surface Treatment (DBST) or Single Bituminous Surface Treatment (SBST)]	 Sq.m of DBST in any one yr or Sq.m of SBST in any one yr.	If BoQ Quantity of DBST = 10,000 m ² , project duration = 1yr, Then, Minimum requirement = 80% * 10,000 = 8,000 m ² of DBST SBST in any one year or 16,000 m ² of SBST SBST in any one year; If BoQ Quantity of SBST = 10,000 m ² , project duration = 1yr, Then, Minimum requirement = 80% * 10,000 = 8,000 m ² of SBST SBST in any one year or 4,000 m ² of DBST SBST in any one year.
Rigid Pavement	 cu.m of Concreting Works M25 or above in any one year	Minimum requirement = 80 % of Quantity of key activity(ies) divided by proposed contract duration in year.

Key Activities	Minimum Criteria Requirement in 2.4.2 (b), in any one year	Remarks
Single Span RCC/PSC (Other than Steel) Bridge	 Running Meter of Motorable RCC/PSC (Other than Steel) Bridge in any one year	Minimum requirement = 80 % of Length of the proposed Bridge divided by proposed contract duration in year.
Single Span RCC/PSC (Other than Steel) Bridge with pile/well foundation	 Running Meter of Motorable RCC/PSC (Other than Steel) Bridge with deep foundation in any one year	
Multi Span RCC/PSC (Other than Steel) Bridge	 Running Meter of Multi Span Motorable RCC/PSC (Other than Steel) Bridge in any one year	
Multi Span RCC/PSC (Other than Steel) Bridge with pile/well foundation	 Running Meter of Multi Span Motorable RCC/PSC (Other than Steel) Bridge with deep foundation in any one year	
Single Span Steel bridge	 Running Meter of Motorable Permanent Steel bridge in any one year	
Single Span Steel bridge with pile/well foundation	 Running Meter of Motorable Permanent Steel bridge with deep foundation in any one year	
Multi Span Steel bridge	 Running Meter of Multi Span Motorable Permanent Steel bridge in any one year	
Multi Span Steel bridge with pile/well foundation	 Running Meter of Multi Span Motorable Permanent Steel bridge with deep foundation in any one year	

Evaluation Method

The construction experience in key activities is computed from the experience certificate issued by the employer and submitted by the bidder. The annual production rate specified in the experience certificate issued by the employer shall also be considered for evaluation. Only the contracts successfully or substantially completed within the last ten years prior to the Bid submission deadline shall be considered. An experience certificate issued by the Employer having at least 90% physical progress of the contract shall also be considered for the evaluation purpose.

The Bidder (as a Single Entity or as a Joint Venture) shall meet all the specified requirements.

Note:

1. For the evaluation of Asphalt Concrete/ Dense Bituminous Macadam/ Semi Dense Bituminous Concrete: the Sum of volume of Asphalt Concrete, Dense Bituminous Macadam and Semi Dense bituminous Concrete provided in the experience certificate shall be taken into consideration.
2. For the evaluation of Premix surfacing: the sum of area of all type of premix surfacing provided in the experience certificate shall be taken into consideration.
3. For the evaluation of Surface Dressing Works:
 - a. DBST: the Sum of DBST area and half of the SBST area provided in the experience certificate shall be taken into consideration.
 - b. SBST: the Sum of SBST area and double of the DBST area provided in the experience certificate shall be taken into consideration.

If, DBST mentioned in experience Certificate = 10,000 m², project duration = 1yr,

Then, Production Rate for DBST = 10, 000 in one year

Production Rate for SBST/SSD = 10, 000 * 2 = 20000 SBST in one year

If, SBST/SSD mentioned in experience Certificate = 10,000 m², project duration = 1yr,

Then, Production Rate for SBST/SSD = 10, 000 in one year

Production Rate for DBST = 10, 000 / 2 = 5000 in one year

2.4.2 (c) Similar Design Experience for Design and Build Contracts

Construction of "Major Bridges" or "Special Bridges", as classified under the Nepal Bridge Standard may be procured through a Design and Build Contract.

Construction of Road works and Minor Bridge works may also be procured through Design and Build Contracts with the prior approval of one level higher authority of the Procuring Entity.

a. For Road Works

In addition to all the provisions for Evaluation and Qualification Criteria stated above the followings shall also be applied for Design and Build Contract for Road works.

2.4.2 Specific Construction Experience (c) Similar Design Experience		
Criteria Requirement	Compliance Requirement	Documents Submission Requirement
Either; participation as a Prime Contractor, Management Contractor, or Subcontractor in EPC/Turnkey/DB contract or similar construction contract; or; participation of a consultant nominated by the bidder, in at least one (1) contract within the last ten (10) years, responsible for design similar in nature to the proposed design	Either; The Bidder (as a Single Entity or any one partner in case of a Joint Venture) shall meet all the specified requirements;	Form EXP - 2(C)

works. The similarity of design experience shall be based on the nature of services, physical size, complexity, methods, technology, or other relevant characteristics as described below: • Nature of Services: Detailed Engineering Design of Road Works. • Physical Size: At least one Road project with a total length of not less than <i>[Insert 80% of Proposed Road Lane Kilometer³]</i>. • Complexity and method: Design of Road structures/ Longitudinal and Cross- drainage Structures/ Pavement/ Road Safety Works in accordance with the prevailing applicable standards, codes, and guidelines, incorporating all engineering analyses and design considerations, and preparation of complete design documentation for Road constructions • Technology: Application of recognized Road designs standards, engineering design methodologies, and analytical tools for geotechnical, hydraulic, structural, and Pavement design.	Or; The proposed consultant nominated by the Bidder shall meet all the specified requirements.	
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b. For Bridge works

In addition to all the provisions for Evaluation and Qualification Criteria stated above the followings shall also be applied for Design and Build Contract for Bridge works.

2.4.2 Specific Construction Experience (c) Similar Design Experience		
Criteria Requirement	Compliance Requirement	Documents Submission Requirement
Either; participation as a Prime Contractor, Management Contractor, or Subcontractor in EPC/Turnkey/DB contract or similar construction contract; or; participation of a consultant nominated by the bidder, in at least one (1) contract within the last ten (10) years, responsible for design similar in nature to the proposed design works. The similarity of design experience shall be based on the nature of services, physical size, complexity, methods, technology, or other relevant characteristics as described below:	Either; The Bidder (as a Single Entity or any one partner in case of a Joint Venture) shall meet all the specified requirements; Or;	Form EXP - 2(C)

³ Proposed Road Lane Kilometer = Longest Road Lane Kilometer, in case of multiple Roads in a single contract.

• Nature of Services: Detailed Engineering Design of Motorable Bridge. • Physical Size: At least one motorable bridge with Span not less than..... <i>[Insert longest span of proposed bridge(s)]</i>. • Complexity and method: Design of <i>[insert any one Bridge Complexity*]</i>... in accordance with the prevailing applicable standards, codes, and guidelines, incorporating all engineering analyses and design considerations, and preparation of complete design documentation for bridge constructions (shallow/deep foundation). • Technology: Application of recognized bridge designs standards, engineering design methodologies, and analytical tools for structural, hydraulic and geotechnical design.	The proposed consultant nominated by the Bidder shall meet all the specified requirements.	
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Note:

Proposed Bridge Type	* Complexity
RCC Simply Supported, RCC Continuous, RCC Integral, PSC Simply supported and continuous Bridges upto 60m Span and or equivalent type of bridge.	RCC / PSC / equivalent type of bridge.
PSC Simply Supported and Continuous bridge of Span more than 60m, Steel Bridge upto span 50m, Network Arch Bridge Upto span 50 m, Concrete Arch Bridge upto Span 50 m and or equivalent type of bridge.	PSC / Steel / Network Arch / Concrete Arch / Viaduct Bridge / equivalent type of bridge.
Steel Bridge of span more than 50 m and less 100m, Concrete Arch bridges span more than 50 m less than 100m, Network Arch Bridge span more than 50 m less than 100m, Viaduct of span more than 50 m and less than 100 m and or equivalent type of bridge.	
Cable Stayed Bridge, Extradosed Bridge, Cable and Suspension Bridge, Steel Bridges, Balanced Cantiliver bridge (Construction Method), Viaduct of each span more than 100m and or other type signature bridges.	Cable Stayed / Extradosed / Cable and Suspension / Steel / Balanced Cantilever / Viaduct / equivalent type of bridge.

2.5 Subcontractors

The activities that are **uncommon to Road/Bridge Works** and not included in key activities can be subcontracted only with the prior approval of Department of Roads. The experience and financial capacity of the sub-contractors shall not be added to those of the Bidder for purposes of qualification of the Bidder. Type of the works requiring subcontracting and the reasons shall be clearly mentioned by the Procuring entity while preparing the Bidding Document.

