



Government of Nepal  
Ministry of Federal Affairs and Local Development  
Office of the District Development Committee  
Biratnagar, Morang

EXPRESSION OF INTEREST (EOI)  
*for*  
Detailed Engineering Survey, Design, Drawing, Cost Estimate and  
Preparation of Detail Project Report of Bhaunne-Aamtola Road  
(0+000 to 28+000) of Morang District

**Dec, 2016**

*(Signature)*



## Expressions of Interest



Government of Nepal  
Ministry of Federal Affairs & Local Development  
**Office of District Development Committee, Morang**  
Expression of Interest

Notice No.5

First Date of Publication: 2073/09/05 (2016/12/20)

1. The office of District Development Committee, Morang invites Expression of Interest (EOI) for the purpose of short listing the qualified, Eligible and experienced domestic consultants /consulting firm(s) for the Detailed Engineering Survey, Design, Cost Estimates and preparation of Detail Project Report, Bidding Document of Bhaunne Aamtola Road (Ch 0+000 to 28+000)
2. Eligible consulting firms having the experience in the similar nature of works and willing to provide the above services are hereby invited to submit their " Expression of Interest (EOI)". The EOI shall be submitted in a sealed Envelope specifying work clearly and must reach the Office of District Development Committee, Morang no later than the office hours on 15<sup>th</sup> day (2073/09/19) of publication of this notice. In case the last day of submission of the EOI falls on a public holiday, the EOI shall be submitted on the following working day.
3. Short listed consultants for works will be invited to submit their Technical and Financial proposal as per request for Proposal (RFP), to be provided to them at the later stage.
4. The firm(s) shall include following information in their Expression of Interest in measurable terms and any other relevant information .  
Financial Capacity and Annual turnover, General Experience of the Firms, Work Experience in Similar nature of works, Equipment Facilities and Human Resources related to works .
5. The working experiences under Government agencies shall only be counted for general and specific experience. The Firm(s) shall produce certified evidences of completion of the job either as a corporate entity individually or as one of the major companies with a legal association from concerned agencies of government of Nepal .
6. Firm is permitted to submit EOI for only one or all packages either in single or in a joint venture (JV) with maximum of 3 nos of firms.
7. A firm participating in the short listing process shall have to provide clearly the Name, Address and other relevant informations. Firms participating as JV shall also have to provide JV agreement, Power of attorney and discloser of the name of Prime firm.
8. Further Information or clarification on the EOI can be obtained from Office of District Development Committee/District Technical office, Morang ph no:021-533750 during office hours .The EOI shall include adequate information as per the EOI form and Evaluation criteria to Demonstrate their qualification in the best manner. In the case of inadequate document and certificate, no further justification and enquiry shall be entertained.
9. Any matters, not covered here shall be as per prevailing rules and regulations of Nepal .The office of DDC Morang reserves the right to shortlist or not to shortlisting any or all of the firms without assigning any reason whatsoever.

Local Development Officer

  
स्थानीय विकास अधिकारी / सचिव





**Job: Detailed Engineering Survey, Design, Drawing, Cost Estimate and Preparation of Detail Project Report of Bhaunne-Aamtola Road of Morang District**

**Consulting Firm/Joint Venture**

Name :

Contact Address :

Ph. No. :

Mobile No :

E-mail ID :

**Prime Firm (in case of JV )**

Name :

Contact Address :

Ph. No. :

Mobile No :

E-mail ID :

*(Signature)*



## 1: INFORMATION TO THE CONSULTING FIRM

### General Information

- Purpose of inviting the Eol: The main purpose shall be to short-list suitable consulting firm for detailed engineering survey, design & cost estimate of district roads so that proposals (Technical and Financial) could be invited from them only.
- Minimum Eligibility of the Firm : Registered Civil Engineering Consulting Firm, Registered at VAT Office
- Deadline for submission of Eol : 15 (Fifteen) days from the date of publication of the notice for Eol
- Number of copies to be submitted : 1 (One)
- Joint Venture : A Firm may apply to be short-listed alone or in Joint Venture with other firms. However once short-listed, JV partners are unchangeable.
- Duration for Survey, Design & Report: Survey, Design and DPR submission work shall be completed within **2 (Two) months** from the date of signing of the Contract.
- Information from the Client: The Short-list shall be published on the Client's Notice Board and in the website [www.ddcmorang.gov.np](http://www.ddcmorang.gov.np). The Client shall mail the short-list to each of the Firm/JV submitting the Eol and initiate the process of RFP without waiting for the receipt from the Firms that they have received the short-list.

### Project Description

The project lies in the Eastern Development Region of Nepal. The road connects the emerging growth centre Bhaunne Bazaar at northern part of Morang to Aamtola at Biratnagar-Rangeli Road in the South. The main purpose of the road is to connect socio-economic important places of Morang District from North, in-between and the South near to Indian border. The whole alignment lies in plain topography having gravelled pavement at present. Total length of the road is about 28 km. The length to be surveyed and designed under this package is about 28 km.

The road passes through headquarters of the following VDCs respectively from North to South: Dangihat, Bahuni and Hoklabari. Various market centres within this corridor are Bhaunne, Sangli bazaar, Bahuni camp, Kadamgachhi, Hoklabari, Depo, Bisanpur, Kajimanchowk, Ratna HSS Chowk, Aamtola, etc. These settlements belong to different castes like Brahmins, Chhetris, Santhal, Satar, Jhagad, Chaudhary, etc.

The basic means of local transportation are bus, truck, tipper, minibus, jeep, city safari, motorcycle, bicycle, etc. that are useful in public transit as well as mass haulage purpose. This road has potential to link huge off-seasonal agro-products to markets of northern Indian cities with Morang and Dhankuta (Sidhuwa area). Also, it has greater scope of groom-up for small and medium enterprises related to washing, grading and short-term storage of agro-products like paddies, vegetables, milk and meat products. As both the end roads viz., MRM at North and Biratnagar-Rangeli-Urlabari Road at south are blacktopped, access to Biratnagar as well as Itahari, Belbari, Pathari, Urlabari, Rangeli, etc. are facilitated for interconnection throughout the year.



## 2 .Evaluation Criteria for Short Listing of firm for Consultancy Services for Detail Survey, Design, Drawing and DPR Preparation

### (I) Eligibility Criteria (Pass / Fail)

S.N.	Eligibility Criteria	Compliance	Status
1	Corporate Registration	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	Year of Standing min. 7 years (At least Prime 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

### (II) Ranking Criteria (Out of 100)

#### Details of Qualifying Criteria

Description of Criteria	Marks out of 100	Minimum Marks to be obtained under each criteria
A) Financial Capacity of Firm	<b>10</b>	6
B) Experience of Firm	<b>40</b>	24
B1) General Experience	10	
B2) Specific Experience	30	
C) Resources of Firm	<b>50</b>	30
C1)Resource Personnel	40	
C2) Office equipment and Facility	10	
<b>Total Marks</b>	<b>100</b>	<b>60</b>

#### A) Financial Capacity of Firm

#### Maximum 10 Marks

Average Annual Turnover of best 3 year of last 10 fiscal year	Marks
<NRs. 25,00,000.00	1
NRs. 25,00,000.00 - 60,00,000.00	3



NRs. 60,00,000.00 - 1,00,00,000.00	6
>NRs. 1,00,00,000.00	10
Note 1: The firm and/or JV shall have to submit Notary Public attested Tax Clearance Certificate of each fiscal year to be counted for EoI evaluation..	
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 Finaicial 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*

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

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

<b>Work Experience</b>	<b>As consultant</b>
Completion of work of "Detailed Engineering Survey, Design, Drawing and preparation of DPR (Road Length more than 20 KM)	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.
- Note 6: Any sublated Service for Govt. of Nepal (GoN) organizations (Fully or Semi/Partially Owned) by a firm or JV from another private Firm/JV shall not be evaluated as Firm/JV experience for the EoI.
- Note 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 experinece certificate shall clearly indicate the description of service, service amount (in/excluding VAT), date of completion, etc.

**C) Resources of Firm** *Maximum 50 Marks*

**C1) Personnel Resources** **40 Marks**

Professional Key Personnel	Maximum Marks	Minimum experience after Bachelor Degree	Education required	Marks for Specific Job Experience
Team Leader (Highway/Transport)	15	5	M.Sc. in Highway/Transportation /Civil	3 marks for each job



Engineer)			Engineering	
Geotechnical Engineer	10	3	M.Sc. in Geotechnical Engineering/M.Sc. In Geology	2 marks for each job
Hydrologist	5	3	B.E. Civil Engineering or M.Sc. In Hydrology	1 mark for each job
Surveyor	10	3	Civil overseer or Intermediate with senior surveyor's training	2 marks for each job

Note 8: CV of each professional key personnel shall be submitted with signature of professional and authorized representative of the Firm/JV.

Note 9: Proposed professional key personnel shall not be repeated by the same Firm/JV and/or another Firm/JV. In case of repetition of professional key personnel, the DDC office shall request 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 personnel 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's Specific Work Experience**

**C2) Office equipment and Facility 10 Marks**

Office equipment and Facility	Maximum Marks	Marks for Specific Job Experience
Well equipped Office facility	5	More than 1000 sq ft – 5; below 1000 sq. ft.- 2
Total station	3	1.5 marks for each
Level machine	2	1 mark for each

**Note: The Firm/JV must score more than 60 percent on the overall ranking criteria as mentioned above to qualify for short listing.**

*(Signature)*



**Form 1:**

**A) Financial Capacity of Firm (Last 10 years')**

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)

**B2) Specific Experience (Completion of work of "Detailed Engineering Survey and Design" (Road Length more than 20 KM)**

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

*(Signature)*





**Form 3:**

**C1) Professional Key Personnel:**

Professional Personnel	Key	Experience after Bachelor Degree	Education
<i>Team Leader (Highway/Transport Engineer)</i>			
<i>Geotechnical Engineer</i>			
<i>Hydrologist</i>			
<i>Surveyor</i>			

**C2) Office facility and equipment:**

<i>Office equipment and Facility</i>		
<i>Well equipped Office facility</i>		
<i>Total station</i>		
<i>Level machine</i>		

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

It is mandatory to provide the firms' commitment on Code 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, on Section 2)

*(Signature)*