

Government of Nepal  
Ministry of Physical Planning & Works  
Department of Roads  
Planning & Design Branch  
**Planning, Monitoring & Evaluation Unit**  
Babarmahal, Kathmandu  
Notice No: PMEU-1/066/67

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**EXPRESSION OF INTEREST FOR STANDING LIST**

The Government of Nepal, Department of Roads [DOR] invites Expression of Interest [EOI] for the preparation of Standing List of the eligible, qualified and experienced domestic Consulting Firm[s] for Feasibility Study of Roads to be carried out in F/Y 2066/67. It is expected that there will be about 8 roads altogether which will be grouped into different packages consisting approximately of one to two roads in each. The budget to this purpose has been allocated by the Government of Nepal. The Standing List can also be used by other entities of the Department of Roads for similar kind of jobs.

Consulting Firm[s], 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. It can also be downloaded from the website: [www.dor.gov.np](http://www.dor.gov.np). The EOI shall be submitted in the sealed envelop and must reach the same address no later than the working hours on 15<sup>th</sup> day of first publication of this notice. Only those Consulting firms(s) which are enlisted in the Standing List shall be invited to submit the "Request for Proposal (RFP) for the mentioned job at a later stage.

In case the last day of submission of EOI falls on a public holiday, it shall be submitted on the following working day.

One firm is permitted to submit only one EOI either single or in a joint venture, failing which such firm(s) shall not be listed. The department reserves the right to include or not to include any or all of the firms in the Standing 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.

# EXPRESSION OF INTEREST FOR STANDING LIST

## Feasibility Study of the Roads

**Consulting Firm/Joint Venture:**

.....  
.....

**Prime Consultant (in case of a JV):**

.....  
.....

**Employer:**

Government of Nepal  
Ministry of Physical Planning and Works  
Department of Roads  
**Planning & Desing Branch**  
(Planning, Monitoring & Evaluation Unit)  
Babar Mahal, Kathmandu

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Babar Mahal, Kathmandu  
**Expression of Interest for Consulting Services**  
for  
**Feasibility Study of Roads**

## I Introduction

The Department of Roads (DOR) invites Expression of Interest (Eoi) from domestic capable Consulting Firm(s) for inclusion in the Standing List to carry out Feasibility Study of Roads.

## II Criteria for Inclusion in Standing List

The eligibility and qualifying criteria are provided in [Appendix I](#). The Request for Proposal (RFP) shall be provided only to the qualified Consulting Firm(s) as and when required.

## III Joint Venture

Consulting Firms can form a Joint Venture (JV), but a firm is not eligible to submit more than one EOI either as a single firm or as a member of a JV. Failing this the EOI of such firm(s) shall be rejected. The EOI must clearly mention the name of the leading firm.

## IV Information about the Consulting Firms

The Consulting Firm(s) are required to complete the forms prescribed below. In case of a JV these forms are to be completed **individually for each partner**, in a sequential manner.

### 1) General

- a. Name of the firm: .....
- b. Address: .....
- c. Phone No..... Fax No. ....
- d. Registration Certificate [**attach copy**].
- e. VAT and PAN Registration Certificate [**attach copy**].
- f. Tax Clearance or Tax return submission receipt up to last Fiscal Year (2065/66) [**attach copy**].

### 2) Financial Capacity

Annual turnover of the last three years

Fiscal year	Turnover (NRs)
2065/66	
2064/65	
2063/64	

Note: The above information should be supported by *the auditor's reports*.

**3) General Experience** of the Firm in civil engineering works during the last **5 years**. *(Please attach work completion certificate)*

S. No	Name of the Project (Consulting services)	Name of the client	Contract Amount of Consulting Services	Year of Completion
1				
2				
3				
4				
...				

Note: *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 legal association. Sublet works or assignment as a sub consultant shall not be considered for evaluation.*

**4) Work Experience in Similar Jobs** *(i.e. Pre-feasibility / feasibility study of the Roads, detail survey & design and roads)* completed over the last **5 years**. *(Please attach work completion certificate)*

S. No	Name of the Project (Consulting services)	Name of the client	Contract Amount of Consulting Services	Year of Completion
1				
2				
3				
4				
...				

Note: *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 legal association. Sublet works or assignment as a sub consultant shall not be considered for evaluation.*

**5) Office Equipment and Facilities**

List Survey equipments, computers and other logistics available with and owned by the firm(s)

S. No	Equipment/Facility	Quantities	Specifications
1	GPS		
2	Theodolite /EDM/Total Station		
3	Level machine		
4	Abney level		
5	Computer		
...			

## 6) Manpower Resources

- a) Provide Office Organization chart of the firm and list of current employee with the following information: Name, Qualification, Years of experience.
- b) Provide CV (Bio-data) of the following resource personnel with their present employment status (in-house staff of the firm or external resource person)
  1. Highway/Transport Engineer (*minimum experience 3 years*) **Team Leader**
  2. Engineer Geologist / Geologist with M. Sc. or equivalent degree/ Geotechnical Engineer (*minimum experience 3 years*)
  3. Hydrologist (*minimum experience 3 years*)
  4. Transport Economist/ Sociologist (*minimum experience 3 years*)
  5. Environmentalist (*minimum experience 3 years*)

**Note: The resource personnel shall sign the bio-data in blue indelible ink, declaring the correctness of the information and their availability to the respective consulting firm for the proposed position.**

## 7) Adherence to Code of Ethics and Anti-Corruption Policy

Provide the firms' commitment on Code of Ethics and Anti Corruption and their mechanism to monitor the adherence to these policies.

**ELIGIBILITY AND QUALIFYING CRITERIA**

**For Feasibility Study of Roads**

**Eligibility Criteria:**

The firm requires to provide following information and documents:

- a. The firm **must** be registered in appropriate government office
- b. The firm **must** be registered in Value Added Tax (VAT) and PAN
- c. **Must** submit evidence of Tax Clearance or Tax return submission receipt up to last Fiscal Year (2065/66).

**Qualifying Criteria:**

- a. **Capacity -50 Points**
  - Resource personnel - 40 points (Minimum qualifying points = 15)
  - Logistics & Office Facilities – 10 points
- b. **Experience**
  - General Experience of the Firm in Civil Engineering - 10 Points
  - Experience in similar jobs (Pre-feasibility/Feasibility /Detail Survey & Design of roads) - 30 points (Minimum qualifying points = 15)
- c. **Other Qualification -10 Points**
  - Adherence to Code of Ethics - 5 points
  - Adherence to Anti Corruption Policy – 5 points

A successful firm or JV shall secure minimum 50% of the total points and the Minimum qualifying points for other segments as indicated above.