



Expression of Interest (EOI)

Detailed Feasibility Study and Report Preparation Of Irrigation Projects

Method of Consulting Service *[National]*

Project Name : Detailed Feasibility Study and Report Preparation Of Irrigation Projects

EOI: WSWRIDDO/Myagdi/CS/DPR/RFP-01/081/82

Office Name : Water Supply, Water Resources and Irrigation Development Division Office

Office Address: Myagdi.

Issued on: 10th January 2025 (2081-09-26)

Financing Agency: Government of Gandaki Province

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Abbreviations

CV	-	Curriculum Vitae
DO	-	Development Partner
EA	-	Executive Agency
EOI	-	Expression of Interest
GON	-	Government of Nepal
PAN	-	Permanent Account Number
PPA	-	Public Procurement Act
PPR	-	Public Procurement Regulation
TOR	-	Terms of Reference
VAT	-	Value Added Tax



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A. Request for Expression of Interest

Government of Gandaki Province
Ministry of Energy, Water resources and Water Supply
Water Supply, Water Resources and Irrigation Development Division
Beni, Myagdi
Nepal
Date of Publication : 10th January 2025(2081-09-26)

Request for Expressions of Interest

1. Government of Gandaki Provenience has allocated fund toward the cost of **Detailed Feasibility Study and Report Preparation Of different Irrigation Projects for WSWRIDDO, Myagdi** and intends to apply a portion of this fund to eligible payments under the Contract ID: **WSWRIDDO/Myagdi/CS/DPR/RFP-01/081/82** for which this Expression of Interest is invited for **National consulting service**.
2. The Water Supply, Water Resources and Irrigation Development Division Office, Myagdi now invites Expression of Interest (EOI) from eligible consulting firms (“consultant”) to provide the following consulting services: **Detailed Feasibility Study and Report Preparation Of different Irrigation Projects**.
3. Interested eligible consultants may obtain further information and EOI document free of cost at the address Water Supply, Water Resources and Irrigation Development Division Office, Beni Myagdi or visit the client’s website <http://wsirmyagdi.gandaki.gov.np> or by sending formal request in Email ID: idsdmyagdi@gmail.com or visit e-GP system www.bolpatra.gov.np/egp during office hours on or before 2081-10-13(26th January 2025); 12:00 PM.
4. Consultants may associate with other consultants to enhance their qualifications.
5. Expressions of interest shall be delivered online through e-GP system www.bolpatra.gov.np/egp on or before 2081-10-13 (26th January 2025); 12:00 PM.
6. In case the last date of obtaining and submission of the EOI documents happens to be a holiday, the next working day will be deemed as the due date but the time will be the same as stipulated.
7. EOI will be assessed based on **Qualification [35%], Experience [50%], and Capacity [15%]** of consulting firm and key personnel. Based on evaluation of EOI, only shortlisted firms will be invited to submit technical and financial proposal through a request for proposal.
8. Minimum score to pass the EOI is **60**.

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Division Chief

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B. Instructions for submission of Expression of Interest

1. Expression of Interest may be submitted by a sole firm or a joint venture of consulting firms and the maximum number of partners in JV shall be limited to three.
2. Interested consultants must provide information indicating that they are qualified to perform the services (*descriptions, organization and employee and of the firm or company, description of assignments of similar nature completed in the last 7 years and their location, experience in similar conditions, general qualifications and the key personnel to be involved in the proposed assignment*).
3. This expression of interest is open to all eligible consulting firm/ company/ organization.
4. The assignment has been scheduled for a period of **Five months**. Expected date of commencement of the assignment is **Falgun 2081**.
5. A Consultant will be selected in accordance with the **QCBS** method.
6. Expression of Interest should contain following information:
 - (i) A covering letter addressed to the representative of the client on the official letter head of company duly signed by authorized signatory.
 - (ii) Applicants shall provide the following information in the respective formats given in the EOI document:
 - *EOI Form: Letter of Application (Form 1)*
 - *EOI Form: Applicant's Information (Form 2)*
 - *EOI Form: Work Experience Details (Form 3(A), 3(B) & 3(C))*
 - *EOI Form: Capacity Details (Form 4)*
 - *EOI Form: Key Experts List (form 5).*
7. Applicants may submit additional information with their application but shortlisting will be based on the evaluation of information requested and included in the formats provided in the EOI document.
8. The Expression of Interest (EOI) document must be duly completed and submitted in sealed envelope and should be clearly marked as "EOI Application for Short-listing for the **WSWRIDDO/Myagdi/CS/DPR/RFP-01/081/82(Detailed Feasibility Study and Report Preparation for different Irrigation Projects)** The Envelope should also clearly indicate the **name and address of the Applicant**.
9. The completed EOI document must be submitted on or before the date and address mentioned in the "**Request for Expression of Interest**". In case the submission falls on public holiday the submission can be made on the next working day. Any EOI Document received after the closing time for submission of proposals shall not be considered for evaluation.

C. Objective of Consultancy Services or Brief TOR

1. Background

Nepal is an agriculture based country, and most of people are involved in the agriculture based profession. The farmers of Nepal have been practicing irrigation to accelerate agricultural production for long time. More than half of the irrigated area in Nepal are built and still managed by the farmers with little or no assistance from the government agency. These projects have been contributing considerably in the national economy and have become the livelihood for the farmers of Nepal. In our country Agriculture sectors contributes 38% of the total GDP employing about 80% of the labor forces.

Irrigation has been the subject of priority throughout the history of periodical planning in Nepal in view of the dominant size of the population depending on agriculture and the tremendous potential of the water resources of the country. Irrigation is one of the major contributors of the agriculture productivity. The Provincial Government of Nepal has been allocating substantial amount of annual budget for the development of Irrigation infrastructure through Ministry of Energy, Water Resources and Irrigation Gandaki Province. Provincial Government, Gandaki Pradesh has been emphasizing irrigation development in each of its plan and programs. According to 1st five-year plan (2076-2081) of Provincial Policy and Planning Commission, Gandaki Province, it has highly prioritized the role irrigation for elimination of poverty within the province. The agricultural production can be increased using effective irrigation system. According to Agriculture Division, the farmers are getting very low profit per hectare production. To gain much profit, the proper irrigation system is very important. There are lots of challenges and problems in irrigation system like, geography, topography, socio-economy, system and other factors.

Water Supply, Water Resources and Irrigation Development Division, Myagdi (WSWRIDDOM) is a government organization established under Ministry of Energy Water Resources and Water Supply (MOEWRWS), Gandaki Pradesh, Nepal with a mandate to plan, develop, maintain, operate, manage and monitor different modes of environmentally sustainable and socially acceptable irrigation and drainage systems - from small to larger scale surface systems and from individual to community schemes in Myagdi district. Its ultimate aim is to provide year-round irrigation facilities and increase the irrigable area of the country to higher limits. This giving a primary input in increasing the productivity of the land and providing a major input to the Gross Domestic Product (GDP) and eventually improve the standard of living of the beneficiary farmers. Apart from this the WSWRIDDOM also has to carry out river training activities to protect the physical infrastructures, settlements, and agricultural lands in the form of river bank protection such that the loss of properties caused by flooding is reduced.

In Gandaki Province, there is total land of 2,197,368 ha out of which only 487,816 ha (22.2%) land is suitable for the agriculture. But, only 370,740 ha (76%) land is being used for agriculture i.e. about 24 % land is barren. At the current situation, out of total agricultural land, about 133,837 ha (36.1%) land is irrigated, out of which 61,833 ha (46.2%) land area is year-round irrigation, and in remaining land, farmers are doing agriculture with the seasonal irrigation collecting water during monsoon. (*Source: First Five Year Plan, Gandaki Province*)

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Myagdi District, a part of Gandaki provenance, is one of the seventy-seven districts of Nepal. The district, with Beni as its district headquarters, lies in between 28° 32' 46.32" N latitude and 83° 29' 06.36" E longitudes with an area of 2297 km². Its elevation ranges from 792 m above sea level to 8167 m above sea level and its topography is characterized by northwest to southeast running hill chains with moderate to very steep slope, deeply cut river valleys and gentle to moderate sloped plains. The neighboring districts of Myagdi are Parbat and Kaski in east, Parbat and Baglung in south, Baglung and Rukum in west and Manang, Mustang and Dolpa in north. The district is full of rivers such as Kaligandaki, Myagdi, Rahukhola along with other rivulets. Myagdi consists of 4 climatic zone; upper tropical, subtropical, temperate and subalpine with an elevation range of below 300m to 1000m, 1000m to 2000m, 2000m to 3000m and 3000m to 4000m respectively. Total agricultural land of Myagdi district is 19419 ha. Out of which only 6254 ha land has seasonal irrigation facilities and 1565 ha has year round irrigation facilities. At the time of the 2011 Nepal census, Myagdi District had a population of 113641. Of these, 20.4% Magar, 15.4% Chhetri, 8.0% Kami, 5.8% Brahmin, 3.5% Damai, 2.0% Sarki, 1.3% Thakuri, 1.0% Newar and others. The district is politically divided into 6 Municipalities, out of which one is urban municipality and Five are rural municipalities.

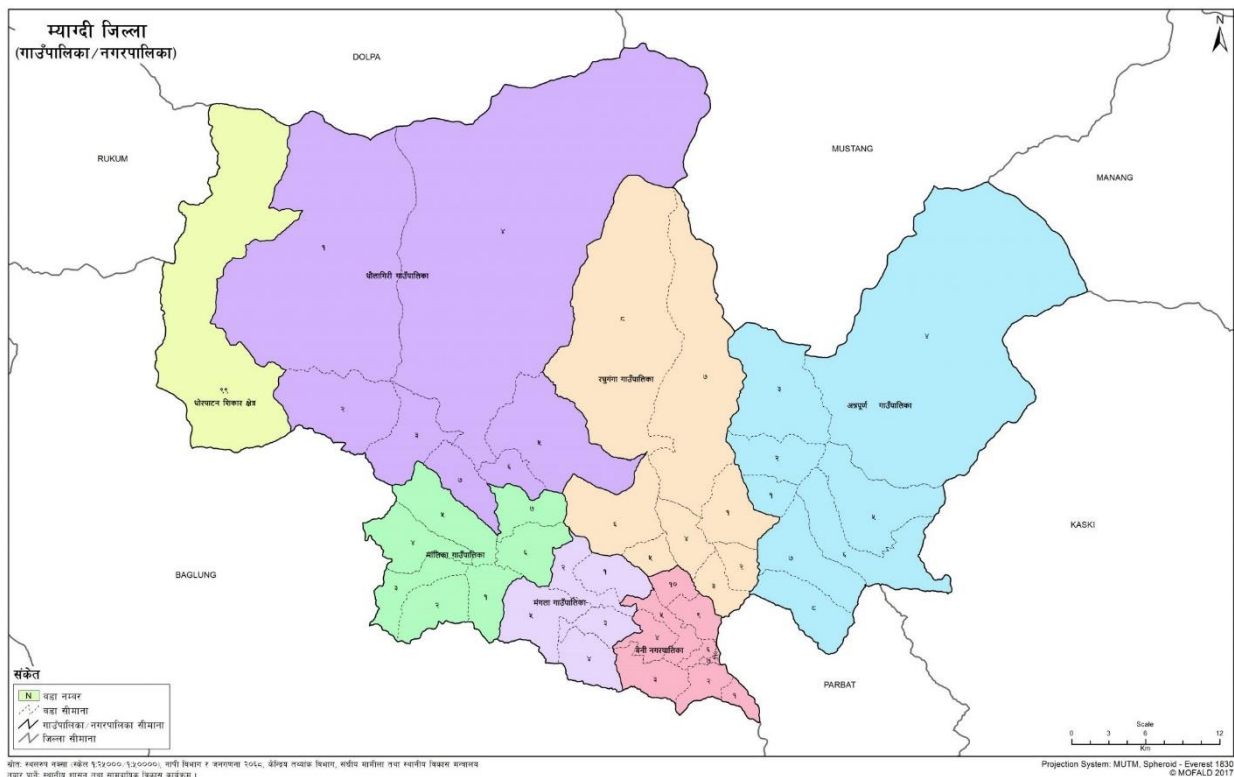


Figure 1: Study area (Myagdi District Map)

The Detail Feasibility Study is the basis for the project implementation and is carried out by a team of experts having engineering, agriculture, environmental, and socio-economic professionals. This study normally forms the basis of financing by Government. The study assesses the potentiality, technical feasibility, environment friendly, economic viability and institutional suitability of the project implementation. WSWRIDDOM is exploring the potential area for irrigation development as per the irrigation policy. As a follow up action of agricultural

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development strategy to increase agricultural production by raising unit yield and expanding higher cropped area from available irrigable area, WSWRIDDO Myagdi has initiated various irrigation schemes.

The following are such projects and their details requested by the user farmers to WSWRIDDO Myagdi for assistance from outside agencies to construct detail project report.

S.N.	Name of Project and Location	Command Area (ha)	Canal Length (m)	Nos of Cross Drainage	Type of Source	Remarks
1	Khabara Chisapani Irrigation Project, Beni 02 Myagdi.	11	1.5	1	Perennial	
2	Ghattekhola Punardhadh Irrigation Project, Raghuganga 03 Myagi.	10	1.2		Perennial	
3	Bahunpadhara Pokhari Irrigation Project, Beni 09 Myagdi	10	1.5		Perennial	
4	Arjekhola Aangwang Irrigation Project, Mangala 03 Myagdi	10	1.8	1	Perennial	
5	Sardikhola Aalkachaur Tolawang Irrigation Project, Malika 06 Myagdi	30	2.5	2	Perennial	
6	Rahukhola Irrigation Project, Beni 04 Myagdi	15	1.5	1	Perennial	
7	Arman Irrigation Project	25	3.5	2	Perennial	
8	Bhukkhola Neta Irrigation Project	20	3.15	2	Perennial	
9	Simkuna, Kaskeri, Satbise Irrigation Project	20	2.5	1	Perennial	

Therefore, WSWRIDO Myagdi processed for the procurement of consulting service to conduct Detailed Feasibility Study of the above mentioned Irrigation Projects.

2. General Information of the Project

2.1 Location:

Detail information about project stated different table above.

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2.2 Type:

These projects are an integration and rehabilitation of existing schemes which includes existing canals of various sizes and commands, which is at present operated and maintained by the farmers. For this study, the canals commanding the considerable agricultural areas shall be considered.

2.3 Accessibility:

The all projects are nearby road head. And few km of walking distance

2.4 Source:

The sources of irrigation water for these projects are Perennial.

2.5 Water Right:

There has not been reported any serious water right problem among the various Farmers' Managed Irrigation System (FMIS) off taking from the above mentioned rivers.

2.6 Canal Length:

The tentative length of the main canal/pipe is as mentioned above.

2.7 Cross Drainage:

The main canal crosses number of gullies and kholsi as mentioned above.

2.8 Command Area:

The project intends to provide round year irrigation facilities in the following hectare of land.

S.N.	Name of Project and Location	Command Area (ha)	Remarks
1	Khabara Chisapani Irrigation Project, Beni 02 Myagdi.	11	
2	Ghattekholra Punardhadh Irrigation Project, Raghuganga 03 Myagi.	10	
3	Bahunpadhara Pokhari Irrigation Project, Beni 09 Myagdi	10	
4	Arjekholra Aangwang Irrigation Project, Mangala 03 Myagdi	10	
5	Sardikhola Aalkachaur Tolawang Irrigation Project, Malika 06 Myagdi	30	
6	Rahukholra Irrigation Project, Beni 04 Myagdi	15	
7	Arman Irrigation Project	25	
8	Bhukkhola Neta Irrigation Project	20	
9	Simkuna, Kaskeri, Satbise Irrigation Project	20	

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2.9 Farmers' Attitude towards the project:

Farmers are very enthusiastic about the project. They are willing to share the cost of the project through voluntary contribution for the implementation of the project as per irrigation policy and Integrated working policies of Gandaki Province government.

3. Objectives of the Study

The main objective of the consulting service is to prepare Detail Feasibility Study and Report Preparation of above mentioned Irrigation Projects in order to facilitate year-round irrigation to respective agricultural land of the irrigation projects in Myagdi district. The maximum possible use of locally available materials & technology with respect to the accessibility and other prevailing working condition in the feasibility study/design shall be appreciated.

4. Scope of Works

The survey team (here onwards “the team”) shall perform detailed technical, social and economic analysis along with related works herein to attain the desired objectives. The team shall be responsible for accuracy, interpretation, analysis of all data received and for the conclusion and recommendations in their report. The mentioned scope of work to be carried by the team shall broadly include but not limited to the following:

4.1. Desk study

A desk study shall be carried out collecting all the data, maps and information relevant to the project for planning of field survey and investigation works as well as detailed design. The scheme alternatives need to be reviewed in the feasibility study, which may include the following:

- i) Alternative intake site, canal alignment, revised intake site/canal alignment etc.
- ii) Possibility of command area extension etc.

4.2. Field Survey Work

The field survey work may differ slightly based on the type of the scheme whether it is new or rehabilitation. The following are the main activities to be carried out during the field survey work:

- i) Intake/Head Work site survey
 - ii) Discharge measurement
 - iii) Canal alignment Survey
 - iv) Cross Drainage Survey
 - v) Work Inventory
 - vi) Command area survey
- i) Intake/Head work Site Survey**
- ❖ Site plan for all probable Intake/Head works to be investigated situated on the River Banks shall be prepared (Covering total width of the river & at least 10 m u/s and d/s both side from the firm bank, depending upon the site condition).
 - ❖ The profile and cross-section shall be taken at suitable interval according to site condition if deemed necessary.
 - ❖ All the cross section and profile of the river must show the river bed level, high flood level mark and bank top levels.

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- ❖ Appropriate instrumentation and procedures shall be used for better performance of work.

ii) Discharge Measurement

The discharge measurement shall be done at the headwork/intake location, using an appropriate method.

iii) Canal Alignment Survey

Alignment of the main/secondary/sub secondary canals etc. originating from the Source Rivers shall be prepared.

The Profile and Cross sections along the alignment of the canal at an interval required but not limited to 50 m. (Cross sections will be based on actual survey along each cross section rather than interpolation).

The benchmarks shall be established every 500 m at permanent structures or as per the requirement. All benchmarks shall be located in sites that should remain stable and undisturbed throughout project construction activities.

iv) Cross Drainage (C/D) Survey

Cross drainage (C/D) survey shall be done collecting all necessary data required to design and estimate the numbers of cross-drainage structure. The following data may be notable:

- ❖ width of each C/D
- ❖ Discharge of each C/D with notable High flood level
- ❖ c/s of each C/D

v) Work Inventory

During Detail Survey, work inventory along the canal system shall be prepared, i.e. number of major/minor structures and other physical features etc.

vi) Command area survey

A closed traverse survey of the command area indicating Gross Command Area, Cultural Command Area and other important physical features shall be carried out. In command area map all canals (main/secondary/tertiary) shall be shown.

4.3. Other Activities in the field

i) Hydrological Study

Beside collection of hydro & meteorological data from DHM, for determination of all design data the hydrologist shall carry out a detailed hydrometrical survey and hydrological study of the river along with the headwork/intake site which shall include but not limited to the following:

- ❖ Catchment area of the river up to a headwork/intake site
- ❖ Maximum discharge shall be calculated by established formulae with 25 years/50 years return periods.
- ❖ Area of flow, velocity and depth of the flow at the time of survey (for discharge calculation)

After the selection of proposed headwork/intake site with alternatives, the surveyor must evaluate along with the collected hydrological data and the following points to carry out design of the headwork/intake:

- ❖ Design discharge
- ❖ Scour depth

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- ❖ Waterway
- ❖ The most feasible proposed sites
- ❖ River training and approach roads

ii) Environmental Study

The environmental study shall be carried out i.e. identifying the environmental changes due to the proposed structures and the outcomes of the study need to be presented clearly in the form of recommendations and subsequently be considered in detail design. Vulnerable area of landslide/soil erosion shall be evaluated & mitigation measures shall also be proposed.

Environmental Examination shall be conducted. The Environment Protection Act and prevalent rules shall be followed.

iii) Socio-Economic Study

The socio-economic survey shall be carried out to determine the social structure of the community and its economic status. The survey includes the collection of quantitative and qualitative data and information on social structure, socio-cultural institutions, and economic activities of the farmers of the scheme command area. Some of social and economic indicators of the community are as follows:

Social indicators:

- ❖ Social composition- homogeneity, diversity;
- ❖ Education- literacy, school and college, awareness about irrigated agriculture, prior experience on irrigation;
- ❖ Family size- male/female, economically active members,
- ❖ Migration- temporary, permanent, foreign/urban areas;

Economic indicators:

- ❖ Land holding size- land less, marginal land holding (< 5 ropani), land lords (> 2 ha);
- ❖ Main occupation- agriculture, service, labor, foreign service, business;
- ❖ Source of income- agriculture, service, remittance etc.;

iv) Agriculture Survey

For Irrigation schemes agricultural survey shall include data and information regarding the soil type, land use and agriculture practices of the command area to be proposed.

The agriculture survey includes the collection of data and information on:

- ❖ Existing & Anticipated cropping pattern,
- ❖ Existing & Expected crop yields,
- ❖ Existing & Proposed Inputs and its availability,
- ❖ Marketing facility and labor situation
- ❖ Food Security
- ❖ Existing & Anticipated Irrigation/Water Management Practices
- ❖ Accessibility

a) Existing & Anticipated cropping pattern

An assessment of existing cropping calendar/pattern interacting with beneficiary farmers/nearby Agriculture Service Center & other related offices shall be made; Based on above interaction, assessment shall also be made for anticipated cropping calendar/pattern.

b) Existing & Expected crop yields

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An assessment of existing & expected crop yield interacting with beneficiary farmers/nearby Agriculture Service Center & other related offices shall be made.

c) Existing & Proposed Inputs and its availability

An assessment of existing & proposed agriculture input interacting with beneficiary farmers/nearby Agriculture Service Center & other related offices shall be made.

d) Marketing facility and labor situation

An assessment of market facilities for selling of agriculture products, buying of seeds, fertilizer etc., in case of implementation of the project availability of construction materials shall be made.

e) Accessibility

Find the distance of the project area from the nearest road head, cost of construction material at site, district rates for labor, materials & equipment

f) Hydrological Analysis

The criteria for the selection of maximum design discharge are based on technical and economic considerations. The major criteria for the selection of design flood are:

- ❖ Importance of structure to be constructed,
- ❖ Effect of overtopping of the structure,
- ❖ Potential loss of life and downstream damage, and
- ❖ Cost of the structure

When the recorded hydrological data of the river is absent or too short a regional analysis is adopted to estimate the flood flow, and low flow of required return periods. In this method a hydrological homogeneous region is considered from statistical point of view. There are various methods of estimating flood flow of given return period based on regional analysis.

In Nepal following methods are generally used to estimate the flood flow:

- ❖ WECS/DHM (1990) Method- based on regression analysis,
- ❖ Tahal et al (2002) Method – based on Index Flood Method,
- ❖ Sharma and Adhikari (2004) – based on regression analysis

In addition, there are rational method and empirical methods such as Modified Dickens method, Ryve's method.

v) Irrigation Water Requirement & Water Balance

Calculation of Irrigation Water Requirement should follow the steps mentioned in the PDSP revised Planning and Design Manual Volume I or PDSP Design Manual M3, Hydrology and Agro-meteorology. Water balance with optimization of water use and irrigation efficiency should be finalized.

vi) Design

The cost effective design consideration for selection of type of head work and design of canal & related structures shall be carried out using standard hydraulic & structural engineering concepts and existing social condition. The consultant shall propose optimized number of canals to be considered. The relevant standard codes of practice, norms and guidelines shall be followed.

vii) Miscellaneous

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If not covered aforesaid, the consultant shall perform other studies, explorations, test, survey, calculation etc. required to produce full and complete set of drawings, specifications, designs, bill of quantities, requirement of materials and complete cost estimate for the project implementation.

viii) Detailed Cost - Estimate

Based on the design and other collected relevant information, the consultant shall produce detailed quantity estimate of intake/headworks and associated structures. They shall provide information on source of materials and their lead distances and prepare rate schedules. Approved District Rates for labor and materials at the project sites shall be collected or analyzed. Detail rate analysis, detail quantity & cost estimates along with bill of quantity (BOQ) shall be prepared based on the irrigation norms and other available norms and the calculated quantity rates.

ix) Economic Analysis & Sensitivity tests

Crop Budget with and without Irrigation System shall be prepared and Benefit/Cost Ratio and Economic Internal Rate of Return (EIRR) shall be evaluated; Conclusion and Recommendation shall be made based on economic & other indicators.

x) Annexes

Annexes shall include details of compiled data, minutes of community meetings and consent letters of land donation, photographs of sites/location (Intake, command area, alignment, community meeting) & other related documents shall be included.

xi) Report Preparation

The report shall in all respect be complete containing all required components of the design and be presented in clear and easy understandable formats.

Separate report shall be prepared for each project. The Draft/ Final report must include 3 volumes for each project: -

- ❖ Volume I- Main report
- ❖ Volume II- Appendices (All design Calculations & Cost Estimation)
- ❖ Volume III- Drawings

All the drawings should be produced on appropriate size sheets.

Please refer TOR Section (5) for number of copies and requirement of report.

5. Working and Payment Schedule

The duration of the field study period would be 60 days and the Consultant shall submit the following documents within specified time as below:

Deliverables	No. of copies		Schedule for submission
	Hard copy	Soft copy (editable copy)	
Draft report	1	1	90 days after the agreement
Final report	1	1	30 days after the comment/ suggestions on the draft report

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The Consultant can claim the payment in a single installment after submission and acceptance of final report as follows:

- ❖ Final Payment: The total amount shall be paid upon submission and acceptance of final report.

6. SUBMISSION OF REPORTS AND PRESENTATION OF THE WORKS

The Consultant shall submit the following reports for each project:

i) Draft report:

Reports shall include but not limited to water resources analysis, water balance calculation, design of irrigation infrastructures, rate analysis, quantity, cost estimate & economic analysis, L-section, cross-section, plan and layout of proposed infrastructures, Salient Features, Executive Summary, Implementation plan etc. Moreover, the report must include all the necessary documents to the satisfaction of client. The draft report shall be submitted in stipulated number of copies as indicated.

ii) Final report:

Reports shall incorporate all the comments, suggestions, and recommendations and shall amend or provide additional information in the manner acceptable to the client. It doesn't however relieve the consultant of their responsibility over the technical content of the design and report. The content shall be verified against the TOR. The final report shall be submitted in stipulated number of copies as indicated.

iii) Soft copy (electronic copy) of the design report

Apart from the bound report the Consultant shall submit editable soft copies (electronic copies) of the reports in suitable tool as specified in the checklist.

7. Working team

The working team for field and office works should necessarily consist of the following Key Personnel together with adequate supporting manpower.

S.N	Professional Expert	Unit
A	Remuneration	
1	Team Leader/Irrigation Management Expert	MD
2	Hydraulic Engineer	MD
3	Civil Engineer/Surveyor	MD
4	Hydrologist	MD
5	Agronomist	MD
6	Economist	MD
7	Sub-Engineer	MD
8	Assistant	MD
9	Office Assistant	MD
10	Labour	MD

The general & specific experience and qualification of following key personnel shall be considered for technical evaluation as per the RFP.

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SN	Personnel	Preferred academic qualification	Minimum years of general experience
1	Team Leader (Irrigation /Structural/Water supply Engineer)	Master's degree in Structural/ Water Resources/Civil Engineering or equivalent	5 years
2	Hydraulic Engineer	Master degree in Water Resources or equivalent	3 years
3	Geotechnical/ Structural Engineer	Master's degree in Geotechnical/ Structural Engineering	3 years
4	Civil Engineer	Bachelor's degree in Civil Engineering or equivalent	2 years
5	Senior Surveyor	Bachelor of Civil Engineering or Surveying course	2 years

8. Services and facilities from the office

The Consultant shall have to manage all their activities related to the studies on their own. The Client (WSWRIDDO, Myagdi) shall not provide any logistic support for any works that they are supposed to carry out. However, the Client shall assist the Consultant in getting information related to the projects if so requested.

9. Contents of Report

9.1 Volume I – Main Report

- Form for Approval of Project for Implementation
- Estimate Sanction Form
- Layout Plan of Project
- Executive Summary
- Salient Features
- General Information of the Project
- Study Methodology
- Project Details and Summary of Design Analysis and Calculations
- Existing and Proposed Infrastructures
- Conclusion and Recommendations

9.2 Volume II – Appendices

- Water Resources Assessment (include tables, charts and figures)
- Crop water Requirement and Water Balance Computation (include present and future cropping patterns)
- Environmental Assessments
- Design of Sub-Project Components



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- Rate analysis
- Detailed Quantity Estimate of Sub-Project Components
- Summary of Quantity and Cost of Project (Include structure wise and System Wise Summary)
- Abstract of Cost
- Economic Analysis
- Farmer's Request Form
- District Rate
- Photographs

9.3 Volume III – Drawings

- Layout Map in color print
- Command Area Delineation
- Schematic Maps
- Canal L-Section Profile of River and Canal
- Canal Cross Section of River and Canal
- Head works: Plan and Section views as required with levels and proper dimensions
- Relevant Structures: Plan and Section views as required with levels and proper dimensions

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D. Evaluation of Consultant's EOI Application

Consultant's EOI application which meets the eligibility criteria will be ranked on the basis of the Ranking Criteria.

i) Eligibility & Completeness Test	Compliance
Copy of Registration of the company/firm	UP to date Renew.(for FY 2081/082)
VAT/PAN Registration	Attached copy of Certificate
Tax Clearance/Tax Return Submission/Letter of Time Extension for Tax Return Submission FY 2080/081	Attached copy of Certificate/Extension Letter
EOI Form 1: Letter of Application	
EOI Form 2: Applicant's Information Form	
EOI Form 3: Experience (3(A) and 3(B))	
EOI Form 4: Capacity	
EOI Form 5: Qualification of Key Experts	

A. Qualification ----- 35 Points

A.1 Qualification of Key Experts ----- 5 Points

S. No.	Position	Required Numbers	Required academic background	Marks Allocated	Remarks
1	Team Leader (Irrigation /Structural/Watersupply Engineer)	1	Master's degree in Structural/ Water Resources/Civil Engineering or equivalent	1 Marks	K-1
2	Hydraulic Engineer	1	Master degree in Water Resources or equivalent	1 Marks	K-2
3	Geotechnical/Structural Engineer	1	Master's degree in Geotechnical/Structural Engineering	1 Marks	K-3
4	Civil Engineer	1	Bachelor of Agricultural/Civil Engineering or equivalent	1 Marks	K-4
5	Senior Surveyor	1	Bachelor of Civil Engineering or Surveying course	1 Marks	K-5

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A.2 Experience of Key Experts ----- 30 Points

S. No.	Position	Required Numbers	Required professional Experience	Marks Allocated	Remarks
1	Team Leader (Irrigation /Structural/Watersupply Engineer)	1	5 to 7 years of experience in respective position	6 Marks	K-1
2	Hydraulic Engineer	1	3 to 5 years of experience in respective position	6 Marks	K-2
3	Geotechnical/Structural Engineer	1	3 to 5 years of experience in respective position	6 Marks	K-3
4	Civil Engineer	1	2 to 5 years of experience in respective position	6 Marks	K-4
5	Senior Surveyor	1	2 to 5 years of experience in respective position	6 Marks	K-5

For clause A.2 the actual allocation of points will made as 50% of the maximum points for the lower limits and 100 % of the maximum points for the upper limits and those in between shall be evaluated on a pro-rata basis. No points shall be awarded for experiences below the lower limits. The number of years will be computed by cumulating the period worked in the projects. However, no account shall be made for the period less than three months.

B. Experience ----- 50 Points

B.1 General Experience of the Firm-----10 Points

- a. Experience of the firm more than or equal to 10 years-----10 points
Experience of the firm more than or equal to 8 years-----8 Points
- b. Experience of the firm more than or equal to 7 years-----7 Points
- c. Experience of the firm more than or equal to 5 years----- 6 points
- d. *The experience shall be counted from the year of registration of the firm. In case of a joint venture of firms, the firm having the longest years of experience shall be taken into account and marks will be provided accordingly. No point will be awarded for the experience less than 5 years. In case of 'association', only lead firm's year of standing will be evaluated. Points will be awarded on a pro rata basis, in between the criteria.*

B.2 Specific experience of the firm----- 30 Points

Following Experience of works completed within last 7 years in irrigation and civil engineering projects will be considered for the specific experience.

- a) Consulting Service in Detailed Feasibility Study and Report Preparation Of Irrigation Projects with command area greater than 100 ha (minimum 2 projects) - **15 Marks each.**
- b) Consulting Service in Detailed Feasibility Study and Report Preparation Of Irrigation Projects with command area between 50 to 100 ha (minimum 2 projects) - **12 Marks each.**

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c) Consulting Service in detail Engineering design of irrigation projects with command area between 10 ha.to 50 ha .(Minimum 2 projects) - **9 Marks each**

B.3 Similar Geographical experience of the firm----- 10 Points

Consulting Service in Detailed Feasibility Study and Report Preparation Of Irrigation Projects in hilly and mountainous area10 points

Note: for sub clause B.2 and B.3 no consideration shall be made for the consulting service with contract value NRs 15,45,000. And if any experience of the firms qualify for more than 1 criteria, point shall be awarded to only one criteria with highest marks.

C. Capacity of the Firm ----- 15 Points

C.1 Financial Capacity of the firm -----10 Points

The firm shall have annual average turnover (best 3 out of 7 Years) of **NRs. 28,96,000/-** (Nepalese Rupees Twenty Eight lakhs and Ninety Six Thousand Only)

C.2 Equipment related to the proposed assignment -----5 Points

The firms shall either own or hire the following equipments;

1. Two Levelling Machine -----1 Marks Each.
2. One total station Machine ----- 1 Marks Each.
3. Two GPS Machine ----- 1 Marks Each.

ii) EOI Evaluation Criteria	Insert Minimum Requirement if Applicable	Score [Out of 100%]
A. Qualification		
<i>Qualification of Key Experts</i>	A.1 Qualification of Key Experts -- 5 Points	35%
<i>Experience of Key Experts</i>	A.2 Experience of Key Experts-35 Points	
B. Experience		
<i>General of consulting firm</i>	B.1 General Experience of the Firm-10 Points	50 %
<i>Specific experience of consulting firm within last 7 years. In case of person, specific experience of the person within last 4 years.</i>	B.2 Specific experience of the firm--40 Points	
C. Capacity		
<i>Financial Capacity¹</i>	C.1 Financial Capacity of the firm --10 Points	15 %
<i>Infrastructure/equipment related to the proposed assignment²</i>	C.2 Equipment related to the proposed assignment -----5 Points	

¹ Average turnover required shall not exceed 150% of cost estimate

² This Evaluation criteria should be deleted if infrastructure/equipment are not the part of the proposed assignment.



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E. EOI Forms & Formats

Form 1. Letter of Application

Form 2. Applicant's information

Form 3. Experience (*General, Specific and Geographical*)

Form 4. Capacity

Form 5. Qualification of Key Experts



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1. Letter of Application

(Letterhead paper of the Applicant or partner responsible for a joint venture, including full postal address, telephone no., fax and email address)

Date:

To,

Full Name of Client: _____

Full Address of Client: _____

Telephone No.: _____

Fax No.: _____

Email Address: _____

Sir/Madam,

1. Being duly authorized to represent and act on behalf of (hereinafter "the Applicant"), and having reviewed and fully understood all the short-listing information provided, the undersigned hereby apply to be short-listed by **[Insert name of Client]** as Consultant for **[Insert brief description of Work/Services]**.
2. Attached to this letter are photocopies of original documents defining:
 - a) the Applicant's legal status;
 - b) the principal place of business;
3. **[Insert name of Client]** and its authorized representatives are hereby authorized to verify the statements, documents, and information submitted in connection with this application. This Letter of Application will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and requested by yourselves to verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.
4. **[Insert name of Client]** and its authorized representatives are authorized to contact any of the signatories to this letter for any further information.³
5. All further communication concerning this Application should be addressed to the following person,

[Person]

[Company]

[Address]

[Phone, Fax, Email]

³ Applications by joint ventures should provide on a separate sheet, relevant information for each party to the Application.



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6. We declare that, we have no conflict of interest in the proposed procurement proceedings and we have not been punished for an offense relating to the concerned profession or business and our Company/firm has not been declared ineligible.
7. We further confirm that, if any of our experts is engaged to prepare the TOR for any ensuing assignment resulting from our work product under this assignment, our firm, JV member or sub-consultant, and the expert(s) will be disqualified from short-listing and participation in the assignment.
8. The undersigned declares that the statements made and the information provided in the duly completed application are complete, true and correct in every detail.

Signed :

Name :

For and on behalf of (name of Applicant or partner of a joint venture):

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2. Applicant's Information Form

(In case of joint venture of two or more firms to be filled separately for each constituent member)

1. Name of Firm/Company:
2. Type of Constitution (*Partnership/ Pvt. Ltd/Public Ltd/ Public Sector/ NGO*)
3. Date of Registration / Commencement of Business (*Please specify*):
4. Country of Registration:
5. Registered Office/Place of Business:
6. Telephone No; Fax No; E-Mail Address
7. Name of Authorized Contact Person / Designation/ Address/Telephone:
8. Name of Authorized Local Agent /Address/Telephone:
9. Consultant's Organization:
10. Total number of staff:
11. Number of regular professional staff:

(Provide Company Profile with description of the background and organization of the Consultant and, if applicable, for each joint venture partner for this assignment.)



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3. Experience

3(A). General Work Experience

(Details of assignments undertaken. Each consultant or member of a JV must fill in this form.)

S. N.	Name of assignment	Location	Value of Contract	Year Completed	Client	Description of work carried out
1.						
2.						
3.						
4.						
5.						
6.						
7.						

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3(B). Specific Experience

Details of similar assignments undertaken in the previous seven years
(In case of joint venture of two or more firms to be filled separately for each constituent member)

Assignment name:	Approx. value of the contract (in current NRs; US\$ or Euro) ⁴ :
Country: Location within country:	Duration of assignment (months):
Name of Client:	Total No. of person-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract (in current NRs; US\$ or Euro):
Start date (month/year): Completion date (month/year):	No. of professional person-months provided by the joint venture partners or the Sub-Consultants:
Name of joint venture partner or sub-Consultants, if any:	Narrative description of Project:
Description of actual services provided in the assignment: Note: Provide highlight on similar services provided by the consultant as required by the EOI assignment.	

Firm's Name: _____

⁴ Consultant should state value in the currency as mentioned in the contract



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3(C). Geographic Experience

Experience of working in similar geographic region or country

(In case of joint venture of two or more firms to be filled separately for each constituent member)

No	Name of the Project	Location (Country/ Region)	Execution Year and Duration
1.			
2.			
3.			
4.			
5.			
6.			
7.			



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4. Capacity

4(A). Financial Capacity

(In case of joint venture of two or more firms to be filled separately for each constituent member)

Annual Turnover	
Year	Amount Currency

- **Average Annual Turnover**

--

(Note: Supporting documents for Average Turnover should be submitted for the above.)

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4(B). Infrastructure/equipment related to the proposed assignment⁵

No	Infrastructure/equipment Required	Requirements Description
1.		
2.		
3.		
4.		
5.		

⁵ Delete this table if infrastructure/equipment for the proposed assignment is not required.



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5. Key Experts *(Include details of Key Experts only)*

(In case of joint venture of two or more firms to be filled separately for each constituent member)

SN	Name	Position	Highest Qualification	Work Experience (in year)	Specific Work Experience (in year)	Nationality
1						
2						
3						
4						
5						

(Please insert more rows as necessary)