

Tanahu Hydropower Limited

Invitation for Expression of Interest (EOI) for Consultancy Services

for

“Demarcation of Land in the Reservoir Area & Identification of Land Parcels within Full Supply Level of Tanahu Hydropower Project.”

Date of First Publication 2071 -11 -29

1. Tanahu Hydropower Limited (“the Employer”) is the implementing agency for the construction of 140 MW Tanahu Hydropower Project (“the Project”).The Employer intends to conduct the “ **Demarcation of Land in the Reservoir Area (Approx. 8.26 sq. km) & Identification of Land Parcels at the Full Supply Level of El. 415 m** ” This Invitation for Expression of Interest (EOI) is made to invite applications from interested and eligible local consulting firms registered in Nepal under GoN rules and regulations and/or their joint ventures.
2. The consulting firm can apply either singly or in joint venture such that the total number of firms including the lead firm does not exceed a maximum of three consulting firms. However the same firm is not allowed to enter into more than one joint venture for the same work.
3. Eligible Engineering Consulting Firms or their authorized representatives may obtain a hard copy of EOI document free of cost from the Employer’s office during office hours upon submission of an application letter on all working days within the 15th day of first publication of this notice.
4. EOI document can also be downloaded from the website: www.thl.com.np for observation. But, original hard copy obtained from the office should be submitted. The instruction to the consultant, prescribed formats, scope of work, duration of study and other details of the works are mentioned in the EOI document.
5. Duly completed EOI documents in hard copy should be submitted to the address mentioned below clearly mentioning the name of the project in sealed envelopes before 12.00 Noon (NST-Nepal Standard Time) within 16th day of first publication of this notice:
6. If the deadline specified herein falls on a government holiday, the deadline shall be extended automatically to the next working day at the same hour.
7. Duly completed EOI documents received after the due date and time, will not be considered for evaluation and will be returned back.
8. The EOI submitted by consultant or their joint venture received by the due date and within the specified time will be opened at 2.00 P.M. on the 16th day of first publication of this notice in the presence of the applicant or their authorized representatives. Absence of any applicant (or their authorized representative), however, shall not obstruct or prevent the opening of the EOI in any way.
9. The EOI documents submitted by consultant or joint venture Firms will be evaluated on the basis of the evaluation criteria approved by the Employer. Only up to six top ranked firms obtaining pass marks in the EOI evaluation process will be listed separately for the said consultancy services as qualified firms.
10. The list of firms qualified in EOI process will be notified in due course of time for the submission of technical and financial proposals i.e. Request for proposal (RFP) Process. During RFP process, the consulting firm will be selected in accordance with Quality and Cost Based Selection procedure (QCBS).
11. The Employer reserves the right to accept or reject any or all EOI proposals with or without giving any reason whatsoever.
12. Further information on the EOI can be obtained from the Employer office mentioned below during office hours in all working days prior to the deadline of submission of completed EOI.

Tanahu Hydropower Limited
Fourth Floor, Trade Tower Building
Thapathali, Kathmandu
Tel: 01-5111119
Fax: 01-5111121
Email: info@thl.com.np



1. INSTRUCTIONS TO APPLICANTS

1.1. INTRODUCTION

1.1.1. Scope of Qualification

- a. The Employer intends to prepare list of local consulting firms, or their joint ventures, through calling Expression of Interest for conducting the Demarcation of Land in the Reservoir Area & Identification of Land Parcel within Full Supply Level. The EOI process will be conducted in an open and transparent process managed by the Employer.
- b. Applicants intending to file an application in response to this EOI should submit an “Application together with the duly completed EOI document providing all the information required therein” at the address mention in EOI document within the time period specified in this EOI invitation.
- c. The EOI documents submitted by the applicants shall be evaluated on the basis of the approved evaluation criteria. The evaluation of the joint venture Consultants shall be done in cumulative basis. Only up to six top ranked applicants obtaining pass marks in the EOI evaluation process shall be listed as qualified Consultants.

1.1.2. Definition of Terms

Unless otherwise specified, the following terms used in this EOI have the following meanings:

“Applicant” means a single consulting firm or their joint venture that intends to submit or submit completed EOI document as per notice and this EOI document.

“Authorized Representative” means an individual authorized by the Applicant as the duly authorized entity to legally bind the Applicant to the EOI process, is the authorized signatory to the process, and is the point of contact for the Employer in connection with the process.

“Bidder” means a successful Applicant those are short listed under this EOI and submits Technical and Financial proposal in response to RFP.

“the Employer” means the "Tanahu Hydropower Limited".

“GoN” means "Government of Nepal".

“IT” means "Income Tax".

“JV” means "Joint Venture".

“Lead Firm” means an entity or firm that is the authorized leader of a team comprising the Lead Firm and its constituents to submit the EOI and perform the assignment.

“EOI” means "Expression of Interest".

“the Project” means the Tanahu Hydropower Project.

“RFP” means a Request for Proposal.

"T/L" means Transmission Line.

“TOR” means "Terms of Reference".

“VAT” means "Value Added Tax".

1.1.3. Eligible Applicants

- i. EOI process is open to local consulting firms registered in Nepal under GoN rules and regulations and/or their joint ventures. The Applicants shall have a good professional reputation with demonstrated competency in successfully conducting “Demarcation of Land in Reservoir Area & Identification of Land Parcel within Full Supply Level” and have a sound financial status.
- ii. To be eligible for consideration of EOI, the Consulting firms shall be registered in Nepal as per legislation of GON i.e. firm registration, PAN/VAT registration and should have tax clearance certificate for at least up to fiscal year 2070/71.
- iii. The Applicant shall submit Self Declaration mentioning their eligibility and litigation history (if any).

1.2. REQUEST FOR EXPRESSION OF INTEREST

1.2.1. Clarification on EOI Documents

A prospective applicant requiring any clarification of this EOI documents may contact the Employer’s office during office hours on all working days prior to the deadline for submission of completed EOI document at the address indicated in Section 1.4.1

Contact person:

Managing Director
Tanahu Hydropower Limited
Fourth Floor Trade Tower Building
Thapathali, Kathmandu
Tel: 01-5111119
Fax: 01-5111121
Email: info@thl.com.np

1.2.2. Amendment to EOI Documents

- i. At any time prior to the deadline for the submission of the completed EOI document, the Employer may amend the EOI, for any reason, whether on its own initiative or in response to a clarification requested by Applicant.
- ii. All applicants will be notified in writing about the amendments. All Applicants will be bound by the amendments. Applicants will be required to acknowledge receipt of any amendment within three business days of such receipt. The Employer will assume that the information contained in the amendment is taken into account by the Applicant in its application.

1.3. PREPARATION OF THE EOI DOCUMENT FOR SUBMISSION

1.3.1. Documents for EOI

The completed EOI documents to be submitted by Applicants shall comprise the following documents:

Form Type Description/Content	Form Type Description/Content
Form A	Information Regarding Technical & Financial Capability of the Consulting Firm
Form A-1	Letter of Submission
Form A-2	Joint Venture Information
Form A-3	Self Declaration Form
Form A-4	Commitment to Code of Ethics and Anti-Corruption Policy
Form A-5	Eligibility Status
Form A-6	Identification of the Consulting Firm.
Form A-7	Logistic Support of the Consulting Firm
Form A-8	Financial Status of the Consulting Firm

Form B	Relevant Work Experience of the Firm
Form B-1	Relevant Work Experience of the Firm in Survey of Hydropower Project and Route Alignment Survey of Transmission Line
Form B-2	Details of the work completed by Consulting Firm(s)
Form C	Details of Key Professional Staffs to be Deployed for Study

Applicant shall submit an original and two (2) extra sets of copy of the completed EOI document clearly mentioning Original and Copy and name of the project. In the event of any discrepancy between the original and the copy, the original shall govern.

1.3.2. Submission of EOI in Joint Venture

The firms submitting EOI in joint venture shall furnish duly signed Joint Venture Agreement stating responsibility of each partner of Joint Venture and name of authorized signatories through attorney of power signed by each Joint Venture firm.

1.3.3. Cost of Preparation of EOI and Liability

Applicant shall bear all costs associated with preparation and submission of the completed EOI document. The Employer will, in no case, be responsible or liable for these costs, or have any other liability to any applicant, regardless of the conduct or outcome of the EOI process. The Employer shall have no obligation to any Applicant to reimburse any costs incurred in preparing a response to this EOI.

1.3.4. Confidentiality of the Document

If an Applicant believes that any portion of the submittal is to be treated in confidence, he/she shall identify such information clearly in the submittal. The Employer will make every effort to treat such documents in confidence as far as possible for EOI process.

1.4. SUBMISSION OF EXPRESSION OF INTEREST (EOI)

1.4.1. Sealing and Marking

- i. The Applicant shall seal the original and copy of the completed EOI in separate envelopes, duly marking the envelopes as “Original” and “Copy”. These envelopes shall then be sealed in an outer envelope and marked as “Expression of Interest”. The inner as well as outer envelope should clearly mention the name of the project (assignment).
- ii. The inner and the outer envelopes shall be addressed to:
Managing Director
Tanahu Hydropower Limited
Fourth Floor Trade Tower Building
Thapathali, Kathmandu
Tel: 01-5111119
Fax: 01-5111121
Email: info@thl.com.np
- iii. The envelopes should also indicate the name and address of Applicant for identification purposes.
- iv. The Applicant shall also submit an electronic copy of the completed EOI application in addition to the hard copy. However, the evaluation of the EOI document shall only be based on the hard copy of the EOI application submitted by the applicant.

1.4.2. Deadline for Submission

- i. The completed EOI document for listing must be submitted to the Employer office at the address specified in Section 1.4.1 at or before 12:00 Hour Nepal Standard Time (NST) within 16th day from first publication of this notice.
- ii. The completed EOI documents received by the Employer after the deadline set forth in Section 1.4.2 (i) shall be considered late and shall be summarily rejected and returned unopened.
- iii. If the deadline specified herein falls on a government holiday, the deadline shall be extended automatically to the next working day at the same hour.

1.4.3. Withdrawal of EOI document

An Applicant shall not be permitted to withdraw the EOI Application that has been submitted.

1.5. PUBLIC OPENING OF SUBMITTED EOI DOCUMENT

Completed EOI document received by the due date and within the time specified in Clause 1.4.2 will be opened at 2.00 PM NST on the 16th day from the date of notice publication for the submission of EOI documents in the presence of the applicants or their authorized representatives. Absence of any applicant or authorized representative, however, shall not obstruct or prevent the opening process in any way.

Applicants' designated representative must bring a letter from the applicant stating that he/she is authorized to represent the applicants for the public opening of the EOI document. Applicants or their authorized representatives who are present at the time of opening shall sign in a register evidencing their presence.

During the opening, authorized representative of the Employer will read out the names of the applicants who have submitted the completed EOI document and then will start opening of submitted EOI envelopes.

1.6. EVALUATION PROCESS

1.6.1. Evaluation of EOI Documents

The Employer will carry out evaluation of the EOI documents based on the criteria approved by the Employer. Anything not mentioned in this document regarding the EOI process shall be governed by the prevailing rules and regulations of Nepal.

The basic criteria for the evaluation of EOI documents are as follows:

A. Eligibility Requirement (Form A-5)

i	Valid Registration Certificate of Firm
ii	VAT Certificate
iii	Tax clearance certificate (for fiscal year 2070/71)

iv	Self Declaration as shown in Form-A-3
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Note: Each member in the JV shall submit the above eligibility documents.

Additional requirement for JVs.

i	Joint Venture (JV) Agreement between the JV Partners and Power of Attorney signed & sealed by each member of JV.
ii	The minimum share percentage of lead firm must be 40. Also the lead firm should hold the power of attorney.
iii	Turnover of the lead firm must be the highest among all of the JV members.

Applicant(s) failing to submit above basic criteria shall be disqualified.

Evaluation of the EOI document will be carried out based on evaluation criteria approved by the Employer.

The list of firms qualified in EOI process will be notified in due course of time for the submission of Technical and Financial proposals i.e. RFP Process. During RFP process the consulting firm will be selected in accordance with Quality and Cost Based Selection procedure (QCBS).

1.6.2. Clarification during Evaluation by the Employer

- i. During the evaluation, the Employer may request the Applicant for necessary clarifications. The Applicant shall furnish the necessary clarifications expeditiously by post/courier/fax/e-mail or by any other means of communication to the Employer at the address given in Clause - 1.4.1.
- ii. Failure to provide information essential to evaluate the Applicant's qualifications, or to provide timely clarifications or substantiation of the information furnished, the Employer would be at liberty to declare such bidder as non-responsive and reject his/her document.

1.6.3. Rejection of EOI Document of Applicant

- i. The Employer reserves the right to accept or reject any or all EOI proposals with or without giving any reason whatsoever and is not liable for any losses to Bidders due to such rejection.

- ii. The consulting firm must submit the eligibility documents (eligibility criteria) as indicated in Clause-1.6.1 above viz; valid registration certificate of firm, VAT certificate, tax clearance certificate and Self Declaration as shown in Form-A-3. Failure to submit these documents will result in rejection of the application.
- iii. Furnishing of false or wrong information, document or evidence by any firm or joint venture may result in rejection of the EOI document of the firm or their joint ventures.

1.7. NOTICE OF RESULT OF EVALUATION

All applicants irrespective of the qualification or disqualification will be notified in writing the result of qualification in due course of time. An applicant listed in the short-listing will be considered as qualified firm and will be invited to participate in the Request for Proposal process.

1.8. APPLICATION IN JOINT VENTURE

By submitting an EOI in joint venture, the Applicant represents that, if qualified and if awarded the contract after the RFP process, the Applicant with its constituent members shall be jointly responsible to perform the obligations of such contract.

1.9. SCOPE OF WORK AND DURATION OF STUDY

The scope of study of the project and study duration of the project is given in Annex-1.

2. CONTENT OF EOI DOCUMENT AND INSTRUCTIONS TO THE APPLICANT

PREPARATION AND COMPLETENESS OF EOI APPLICATION

The EOI document shall be structured in accordance with the outlines given in the EOI form and must contain accurate and complete information as requested in the EOI form. The EOI document shall have no interlineations or overwriting, except as necessary to correct errors made by the Consulting Firm itself. Any such correction must be initialed by the person authorized to sign the application and stamped with the firm's seal.

2.1. General Information

- i. The Applicant shall provide a Letter of Submittal with completed forms as provided in the Format Forms A to C in the EOI document. All necessary information shall be presented to demonstrate the firm/joint venture's capability, experience and professionals to be deployed for the study.

The Applicant shall enclose copies of registration certificate, tax clearance certificate up to FY 2070/71, experience certificate or completion certificate, audit report of last three years and other relevant information.

The Applicant shall provide a statement of its willingness and commitment to abide by all applicable laws, regulations, and other requirements having the effect of law in the execution of this study, if selected.

2.2. Information Regarding Technical & Financial Capability of the Consulting Firm

Form A-1: Letter of Submission

The applicant shall submit with the EOI a submittal letter with name and full contact information of the authorized representative. The letter shall be signed by an authorized person of the firm or lead firm in the joint venture and shall be stamped by the company's seal. The format of submittal letter is

given in Form A-1 of the document EOI. The letter shall also include the name of project being applied for.

Form A-2: Joint Venture Information

The applicant shall submit the joint venture information in Form A-2. The association between the Consulting Firms should be in the form of a joint venture only. The Joint Venture Agreement should clearly mention share percentage in JV and Power of Attorney must be submitted with the EOI Application.

Form A-3: Self Declaration Statement of Consultant

The applicant shall submit a self declaration statement stating that the Consulting Firm (all members in the joint venture) is not ineligible to participate in this procurement process, that the Consulting Firm does not have any conflict of interest in the proposed assignment, and that the consulting Firm has not received any punishment while doing consulting business in last five years. The self declaration letter shall be signed by an authorized person of the Consulting Firm and shall be stamped by the company's seal. The format of the self declaration letter is given in Form A-3 of this EOI document.

Form A-4: Commitment of Code of Ethics and Anti-corruption Policy

The applicant shall submit a statement stating that the Consulting Firm shall abide by the code of ethics and anti-corruption policy. This commitment to abide by code of ethics and anti-corruption policy shall be presented in Form A-4 of this EOI document.

Form A-5: Eligibility Status

The applicant shall fill form A-5 and submit supporting documents to support the eligibility requirements(s). The supporting documents will be in the form of copies of registration certificate of Firm, VAT Certificate and Tax Clearance Certificate of FY 070/71.

Form A-6: Identification of the Firm

The background information of the consulting firm shall be presented in the prescribed Form A-6. Necessary documentary evidences should be provided to substantiate the data contained in the Form A-6.

Form A-7: Logistics of the Firm

The logistics of the consulting firm shall be presented in the prescribed Form A-7 of this EOI document. Necessary documentary evidences should be provided to substantiate the data contained in the Form A-7.

Form A-8: Financial Capability of the Firm

The financial capability of the consulting firm shall be presented in the prescribed Form A-8 of this EOI document. The financial status of the Consulting Firm shall be supported with audited reports for the preceding fiscal years. The financial capability of the Consulting Firm shall not be considered for evaluation if not supported by copies of audit reports.

2.3. Relevant Work Experience of the Firm

Form B-1(A) and Form B-1(B): Experience of the Firm in Survey of Hydropower Project and Demarcation of Land in the Reservoir Area

Relevant Experience of the firms in Survey of Hydropower Project and Demarcation of Land in the Reservoir Area in the last five years shall be presented in the prescribed Form B-1(A)

and Form B-1(B). The experience of the Consulting Firm shall be supported with evidence/proof in the form of experience certificates/completion certificates showing the dates of completion of the assignments, capacity of the project and value of the consulting assignments. The experience of the Consulting Firm without evidence/proof shall not be considered for evaluation.

Form B-2: Details of the work completed by Consulting Firm(s)

Detail of Experience of the firms in different Projects in the last five years shall be presented in the prescribed Form B-2. The experience of the Consulting Firm shall be supported with evidence/proof in the form of experience certificates/completion certificates showing the dates of completion of the assignments, capacity of the project and value of the consulting assignments. The experience of the Consulting Firm without evidence/proof shall not be considered for evaluation.

2.4. Details of Key Professional staff to be deployed for the Study

Form C

The details of proposed field survey staff to be deployed for the study and their experience shall be presented in prescribed Form C. For the evaluation purpose, the details of these field survey staff shall be considered.

Note: The firm is requested to provide the information provided in sections 2.2, 2.3 and 2.4 in electronic form (prepared in word or excel) after the opening date of the submitted EOI documents.

2.5. Key points for preparation of EOI document

Firm's registration certificates, income tax clearance certificate, experience certificate or work completion certificate, audit report and other relevant information shall be certified from Public Notary. The relevant figures/numbers of the each members of joint venture shall be added together to arrive at the joint venture's figures/numbers for the purpose of evaluation. The experience of the firm

without the experience certificate or work completion certificate will not be considered for evaluation. The work experience of the firm (the topographical survey and GIS mapping of hydropower and other projects) and experience of the firm in reservoir survey will be considered for evaluation. Marks will be given only to the key personnel listed in details of professional staffs to be deployed for the study. The marks will be equally distributed among the list of key personnel. Minimum qualification required for the key professionals are as follows:

For Senior Surveyor, Bachelor Degree in Survey Engineering or Bachelor in any subject with Senior Surveying Course completed.

For Surveyor, Certificate in Civil Engineering or Certificate Level with surveying course completed

For GIS Expert, Bachelor Degree in Surveying Engineering with GIS Course

Part time personnel will be evaluated with only 80 % weightage. Public/Semipublic entities' employees need to submit official no objection letter to provide consultancy services. Failure to submit this will cause Zero marks in his/her evaluation. Any key personnel proposed by one consulting firm repeated with other consulting firm(s) for the same project will not be evaluated. The information furnished by the Firm(s) in EOI document should be realistic. If any discrepancies/faults are found, legal action shall be taken as per prevailing rules and regulations. Only up to six top ranked firms obtaining pass marks in the EOI evaluation process will be listed as qualified firms.

FORM A-1

LETTER OF SUBMITTAL

[Letterhead of the Applicant, In case of Joint Venture, of the Lead Firm)

Date:

To:

The Managing Director
Tanahu Hydropower Limited
Fourth Floor Trade Tower Building
Thapathali, Kathmandu

Sirs,

Being duly authorized to represent and act on behalf of
.....(hereinafter “the Applicant”), and
having reviewed and fully understood all the information provided in EOI, the undersigned hereby apply
for qualification by the Employer as a consultant for the Demarcation of Land in the Reservoir Area.

- i. The Employer and its authorized representatives are hereby authorized to verify the statements, documents, and information submitted in connection with the submitted EOI. This Letter 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 you to verify statements and information provided in this EOI, or with regard to the resources, experience, and competence of the Applicant.
- ii. The Employer and its authorized representatives are authorized to contact any of the signatories to this letter for any further information.
- iii. This application is made in the full understanding that all decisions by the Employer related to this EOI are final, binding and not subject to review. The Employer shall be under no obligation to inform the Applicant of the reasons for its decisions or actions.
- iv. The Applicant hereby provides willingness and commitment to abide by all applicable laws, regulations, and other requirements having the effect of law in the execution of this study, if selected.
- v. All further communication concerning this EOI proposal should be addressed to the following person who is authorized to represent and to receive all communication on behalf of the Applicant and its constituents.

[Person & Designation]
[Company Name and Address]
[Phone, Fax, Email]

- vi. The undersigned declare that the statements made and the information provided in the duly completed EOI proposal are complete, true and correct in every detail.

Signed :

Name and Designation :



For and on behalf of (Name of Applicant or Lead Firm in the joint venture) :

FORM A-2
JOINT VENTURE INFORMATION

If the EOI is being submitted in Joint Venture, provide Joint Venture Information.

S.N.	NAME OF FIRM	Postal Address, TEL, FAX and E-mail	NAME OF CONTACT PERSON	TELEPHONE OF CONTACT PERSON
1	Lead Firm:			
2	Partner Firm:			
3	Partner Firm:			

Note:

- i. Maximum three (3) Firms can make Joint Venture.
- ii. In case of JV, the minimum share percentage of lead firm must be 40. Also the lead firm should hold the power of attorney.
- iii. Provide duly signed and stamped joint venture agreement and power of attorney of the signatories by each member in the JV.

Attachment:

- i. Joint Venture Agreement. (Yes/No)
- ii. Power of attorney of the signatory (ies) of the applicants. (Yes/No)

FORM A-3

SELF DECLARATION FORM

Date:.....

To,
 The Managing Director
 Tanahu Hydropower Limited
 Fourth Floor Trade Tower Building

Sir,

We, (name of all Consulting Firm) declare that we are legally eligible to participate in the procurement process of consulting services for the Demarcation of Land in the Reservoir Area

We also declare that we do not have any conflict of interest in the said assignment.

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

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

Firm-1		Firm-2		Firm-3	
Signature:		Signature:		Signature:	
Name:		Name:		Name:	
Designation:		Designation:		Designation:	
For and on behalf of:		For and on behalf of:		For and on behalf of:	



FORM A-4
COMMITMENT TO CODE OF ETHICS AND
ANTI-CORRUPTION POLICY

Provide the Firms' commitment to code of ethics and anti-corruption policy and a mechanism to monitor the adherence to these policies.

FORM A-5
ELIGIBILITY CRITERIA

Fulfillment of Eligibility Requirements

Description	Status (Yes/No)	Remarks
Valid Registration Certificate of Firm(s) (of each member of JV, in case of JV.) (Notarized copy)		
VAT Certificate (of each member of JV, in case of JV.) (Notarized copy)		
Tax clearance certificate of FY 2069/070 (of each member of JV, in case of JV.)		
Self Declaration as per Form A-3		
Joint Venture (JV) Agreement between the JV Partners and Power of Attorney signed & sealed by each member of JV, in case of JV.		
In case of JV, the minimum share percentage of lead firm must be 40. Also the lead firm should hold the power of attorney.		

FORM A-6
IDENTIFICATION OF FIRM

Full name of the Firm:

Address:

Name of consultant's official person:

Designation:

(Please attach location map of your office)

Telephone number: Fax number: E-mail: Others:	Year of Establishment: Number of Years since establishment:
Corporate Registration: Date of Registration: Registration No: Date of last renewal: Valid up to:	VAT Registration: Date of Registration: VAT Registration No:

Note: In case of the applicant being joint venture, provide similar information for each member in the joint venture separately.

FORM A-7
LOGISTIC SUPPORT OF FIRM

Description of logistic support which can be deployed in the proposed work	Unit	Quantity
Total office space	sq. m.	
Number of Total Station equipment	No.	
Number of computers	No.	
Number of printers	No.	
Number of photocopy machine	No.	
Number of laptop	No.	
Large size scanner	No.	
Large size plotter	No.	
Licensed GIS software	No.	
Photogrammetric workstation with relevant licensed software	No.	
GPS instrument set	No.	

Signature:

Name & Designation:

For and on behalf of (Name of Applicant or Lead Firm of joint venture):

Note: In case of joint venture, provide similar information for each member in the joint venture separately. Supporting documents shall be submitted to prove the availability of the logistic support.

**FORM A-8
FINANCIAL STATUS**

Full name of the Consulting Firm:

FINANCIAL STATUS

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

Annual Turnover

Description	2068/069	2069/070	2070/071
Annual Turnover, NRs.			

Note:

1. Provide similar information for each member in case of joint venture.
2. Supporting documents (Audited Report for last three years) should be submitted
3. In case of JV, turnover in last three years of the lead firm must be the highest among all of the JV members.

FORM B-1(A)
RELEVANT WORK EXPERIENCE OF THE FIRM IN SURVEY OF HYDROPOWER PROJECTS (IN LAST FIVE YEARS)

S.N.	NAME OF PROJECT	LOCATION	CLIENT	SIZE OF PROJECT, MW	YEAR OF COMPLETION	DESCRIPTION OF RELEVANT WORK CARRIED OUT

FORM B-1(B)
RELEVANT WORK EXPERIENCE OF THE FIRM IN DEMARCATION OF LAND IN THE RESERVOIR AREA (IN LAST FIVE YEARS)

S.N.	NAME OF PROJECT	LOCATION	CLIENT	Length/Area of the Reservoir	YEAR OF COMPLETION	DESCRIPTION OF RELEVANT WORK CARRIED OUT

Note: The experience of the firm shall be supported with its evidence/proof of experience/ completion certificates showing the project size and date of completion of the assignment. The experience of the firm without evidence/proof or experience certificate will not be considered for evaluation purpose.

Details of the work completed by Consulting Firm (s) should be filled in Form B-2.

Date:

Signature & Designation of Applicant:

Seal of the Firm

FORM B-2
MAJOR WORK DURING LAST FIVE YEARS WHICH BEST ILLUSTRATES
QUALIFICATIONS

(DETAILS OF WORK INDICATED FORMS B-1(A) AND FORMS B-1(B))

"The following information should be provided in the format indicated for each reference project for which your company, either individually as a corporate entity or as a one of the major companies within a consortium was legally contracted by the client stated below".

Project Name:		
Project Location:		Professional Staff Provided by your Company: No. Staff: No. of Man-months:
Name of client:		
Start Date (Month/Year):	Completion Date (Month/Year):	Approximate Value of Services: No. of man-months of Professional Staff provided by associated firm(s):
Name of associated firm(s) if any:		
Name of Senior Staff (Project Director/Coordinator, Team Leader) involved and functions performed:		
Detailed Narrative Description of Project:		
Detailed Description of actual Services Provided by your company:		

FORM-C

DETAILS OF KEY PROFESSIONAL STAFF TO BE DEPLOYED FOR THE FIELD STUDY

S. N.	DESIGNATION	NAME	QUALIFICATION (INCLUDING UNIVERSITY & YEAR OF DEGREE OBTAINED)	YEARS WITH COMPANY	TOTAL YEARS OF EXPERIENCE	FULL OR PART TIME
	Senior Surveyor					
	Surveyors					
	GIS Expert					
	Auto CAD Operator					

Note: Key professional staff to be deployed for the field survey shall be presented with duly signed curriculum vitae.

Date:

Signature & Designation of Applicant:

Seal of the Firm:

Annex-1

BRIEF DESCRIPTION, SCOPE AND DURATION OF THE SERVICE

Terms of Reference (ToR)

For

Demarcation of Land in the Reservoir Area

&

Identification of Land Parcels within the FSL (amsl 415m.)

1. BACKGROUND

Tanahu Hydropower Limited (THL) is implementing 140 MW Tanahu Storage Hydropower Project at Kahu Shivpur VDC near Damauli of Tanahu district. THL intends to acquire land which will be submerged by the reservoir. The land which has to be acquired is to be identified on the ground and to be mapped. So, the consulting service includes the DGPS and Total Stations surveys and Geographical Information System (GIS) works.

2. OBJECTIVES OF THE WORK

The main objective of the study is to identify and demarcate the land to be acquired for the reservoir.

3. SCOPE OF WORKS

The scope of works is as follows:

- Collection of latest National Grid Coordinates data and Cadastral maps from Survey Department falling along the proposed reservoir submergence area
- Conduction of field reconnaissance survey along the reservoir area
- Construction of concrete monuments (15cm*15cm*100cm) at an interval of 500m to 1000m and above Full Supply Level (FSL, 415 m) of the reservoir. At least 3 monuments shall be inter-visible to each other. All monuments shall be numbered and painted on the portion above the ground.
- Carrying out DGPS survey along the concrete monuments fixed along the periphery of the reservoir
- Staking out the concrete pillars(10cm*10cm*60cm) along the Full Supply Level (FSL, 415m.) of the reservoir where the contour deviates

- Geo-referencing of the latest cadastral maps of falling along the reservoir area in order to make compatible with the National Grid Coordinate System of Nepal
- Superimposition of the cadastral maps along the reservoir submergence area in order to identify the latest land parcels which will be acquired by the project through cooperation and coordination with the concerned local authorities and to get approval for the purpose of distribution of compensation to the land owners.
- Verification and Updating of the already identified Land Parcels with Physical Demarcation of FSL of the Reservoir.
- Identification of land parcels along the inundation of Full Supply Level (FSL) of the reservoir up to 10 m above FSL in some areas as identified in EIA and to be agreed with the Project
- Establish local office for the purpose of information distribution, coordination and liaisoning with concerned authorities for land parcaelling works
- Collection of records (attribute data) of parcels from district Survey and Land Revenue Offices
- Calculation and Separation of private and public land areas to be acquired by the project
- To prepare a complete and comprehensive report of Boundary Demarcation of Cadastral Survey of the Reservoir Area and Identification of latest Land Parcels within Full Supply Level of the Project.
- The Consultant will be fully responsible to complete the job as necessary so as to facilitate Tanahu Project to demarcate the Reservoir FSL and land parcels to distribute compensation to the Land Owners.

4. WORK PROCEDURES

The task shall be performed by adopting the standards of survey engineering practices in order to prepare the complete report of land parcels along the corridor of Full Supply Level (FSL) of the reservoir. The entire work methodology shall comprise the followings:

The Consultant shall perform the following works step by step:

- Collect all existing information from the project office, and from Survey Department, GoN.
- Carry out walkover survey along the periphery of the proposed reservoir area. Establish necessary monuments for survey control points above the reservoir level of 415m. Make at least 3 consecutive monuments inter-visible to each other.
- Carry out DGPS survey along the periphery of the reservoir by connecting the monumented concrete pillars. The co-ordinates shall be referred to National Grid

Co-ordinate System of Nepal. The reference coordinates data shall be purchased from Survey Department of Nepal. The consultant shall be aware of the accuracy given in the guideline on Department of Electricity Development (DoED).

- Prepare necessary coordinate and elevation data for staking out the water level of the reservoir. The staking out of the reservoir level shall be done by fixing the concrete pillars and with the use of Total Stations.
- Geo-reference all cadastral maps of the entire reservoir area with the help of Total Stations and superimpose it with the proposed water level of 415m of the reservoir. Vectorize all parcels in the cadastral maps
- Identify the latest parcels inundated by the reservoir at FSL plus 10 m in some areas and prepare the complete list of new parcels to be acquired.
- Collect all attribute data (records of land parcels consisting of Land owner's name, Area as per Lal Purja, Land category etc.) from District Survey and Land Revenue Offices.
- Prepare a complete and comprehensive report by describing the survey methodology, the result, parcel details and other relevant information.

5. TIME SCHEDULE FOR SERVICES

The entire work shall be carried out within 2.5 months from the date of commencement.

6. COORDINATION

The work shall be carried out in close co-ordination with Tanahu Hydropower Project. The project will assign its counterpart personnel for the co-ordination of the services during the execution of the work.

7. REQUIRED EQUIPMENTS AND FACILITIES

The Consultant shall have the following equipments and facilities for the smooth execution of the assignment:

- a) Precise GPS Sets with sufficient Rovers
- b) Total Stations with least count as 1"
- c) Hand Held GPS Sets
- d) GIS software with excellent working environment

8. REQUIRED WORKING PERSONNELS

The Consultant shall have the following working personnel:

- a) Senior Surveyor
- b) Surveyors
- c) Asst. Surveyor/Amin
- d) GIS Expert

e) Auto CAD Operator

9. REPORTING OBLIGATIONS TO THE CONSULTANT

a. Draft Reporting:

The Consultant shall prepare Draft Report and submit 1 copy both hard and electronic copy within 2 months from the date of agreement. The Consultant shall organize a presentation of the reports in the Meeting Hall of Tanahu Hydropower Project. The Consultant shall collect comments/suggestions on Draft Report.

b. Final Reporting:

The Final Reports and Drawings shall be prepared after the corrections on comments and suggestions on Draft Report and shall be submitted within 2.5 month from the date of agreement

c. Deliverables

The Consultant shall submit the report as below:

- | | |
|------------------------|----------|
| 1. Report and Drawings | 2 Copies |
| 2. Electronic Copy | 2 Sets |

10. FACILITIES TO BE PROVIDED BY THE CLIENT

The related and available coordinate data, maps, drawings and reports will be provided to the consultant. In addition to this, the project will facilitate the Consultant by requesting the government organizations for their essential cooperation.