



Government of Nepal

Water and Energy Commission Secretariat

Singha Durbar, Kathmandu

Expression of Interest (EOI)

For

Assessment of Hydropower Potential of Nepal

Job No. 2071/72-1

Budget Head: **3081014**

November, 2014



Government of Nepal
Water and Energy Commission Secretariat
Singha Durbar, Kathamandu

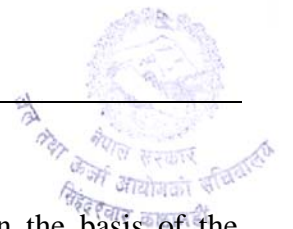
Invitation for Expression of Interest (EOI) for Consultancy Services

(First Date of Publication 2071 -07 -27)

1. As per the annual program for fiscal year 2071/72, the Government of Nepal (GON) intends to conduct the following job as indicated in the table below using funds allocated by GON. Hence, Water and Energy Commission Secretariat (WECS) intends to prepare a list of competent local consulting firms for the Job indicated below. 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 & regulations and/or their joint ventures (JV).

Job No.	Job Title
2071/72-1	Assessment of Hydropower Potential of Nepal

2. The consulting firm can apply either singly or in JV. The number of consulting firms in a JV should not exceed three including the lead firm. In addition, the same consulting firm is not allowed to enter into more than one JV for the Job.
3. EOI document could be obtained free of cost during office hours on all government working days within the 15th day of first date of publication of this notice from Procurement Unit of WECS or can be downloaded from the website <http://www.wecs.gov.np>. The instructions to applicants, prescribed formats, evaluation criteria, and detail information as well as the indicative TOR for the Job is provided in the EOI document.
4. Duly completed EOI document in hard copy should be submitted to the address mentioned below clearly mentioning the name of the Job in sealed envelopes before 12 Noon (NST- Nepal Standard Time) within the 16th day of first publication of this notice :
The Secretary
Water and Energy Commission Secretariat
Singha Durbar, Kathmandu
Tel: 4211422, Fax: 4211425, Email: ugranathjha@yahoo.com
5. 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.
6. Duly completed EOI documents received after the due date & time, shall be considered late, summarily rejected and returned un-opened.
7. The completed EOI documents received by the due date and within the specified time shall be opened at 14:00 (NST) on the 16th day of first date of publication of this notice in the presence of the applicants or their authorized representative(s) who-so-ever wish to attend. Absence of the applicant or their authorized representatives, however, shall not obstruct or prevent the opening of the EOI in any way.



8. The EOI documents received from the applicants will be evaluated on the basis of the approved eligibility and evaluation criteria. The evaluation of EOI application by a JV will be done on cumulative basis. Only six top-ranked consulting firms obtaining at least 60 % marks in the EOI evaluation process will be shortlisted for the job and considered as qualified firms.
9. Request for Proposal (RFP) for this Job will be subsequently issued to qualified short-listed firms. The Quality and Cost Based Selection (QCBS) procedure will be used for final selection of the consulting firm.
10. WECS reserves the right to accept or reject any or all EOI applications with or without giving any reason whatsoever.
11. Further information on this EOI can be obtained from above address of WECS during office hours in all working days prior to the deadline of submission of EOI.



1. INSTRUCTIONS TO APPLICANTS

1.1 INTRODUCTION

1.1.1 Scope of Qualification

1. The Water and Energy Commission Secretariat (WECS) intends to prepare a list of competent local consulting firms to conduct a study titled “Assessment of Hydropower Potential of Nepal.” 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 & regulations and/or their joint ventures for the job.

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 a joint venture of firms, which intends to submit completed EOI document as per the published notice and instructions given in this EOI document.

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

“Bidder” means a successful Applicant, who is short listed under this EOI and subsequently requested to submit a RFP.

“WECS” means the "Water and Energy Commission Secretariat".

“GON” means "Government of Nepal".

“JV” means "Joint Venture".

“Lead Firm” means an entity or firm that is the authorized leader of a JV team.

“EOI” means "Expression of Interest".

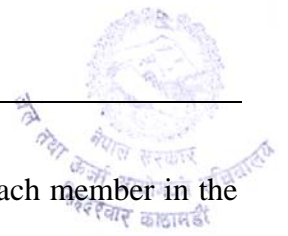
“RFP” means a Request for Proposal.

“TOR” means "Terms of Reference".

“VAT” means "Value Added Tax".

1.1.3 Eligible Applicants

1. In order to be eligible, the consulting firms should be registered in Nepal under GON rules & regulations and should submit notarized copies of valid registration certificate, VAT registration certificate and Income Tax Clearance Certificate for FY 069/70 along with Income Tax clearance or submission certificate for FY 070/71.
2. In addition, the Applicant (consulting firms) should submit Self Declaration as per clause 40 – 2 (e) of Public Procurement Rule, 2064 mentioning their eligibility, non-conflict of interest, non receipt of any punishment while doing consulting business and litigation history (if any).
3. In case of a Joint Venture, each member of the JV shall submit the above eligibility documents.
4. In case of a Joint Venture, the consulting firms shall submit Joint Venture Agreement between the JV Partners duly signed and stamped with company seal of each partner, clearly mentioning the name of the lead firm, name of JV partners, roles and responsibilities of JV partners, and names and signatures of the authorized signatories. A power of attorney of authorized signat



5. ories in the JV from their respective firms with signature & seal of each member in the JV is also required.
6. Firms are not allowed to enter into more than one joint venture for the job. The total number of consulting firms including the lead firm should not exceed a maximum of three in a joint venture.
7. The minimum share percentage of the lead firm should be at least 40% and that of each of the other JV partners should be at least 20%. The lead firm should have an Average Annual Turnover of at least NRs. 20 million on average in the best three fiscal years among last five consecutive fiscal years.
8. If a firm or any member in the joint venture fails to submit the above documents or does not meet any of the above-mentioned criteria, the firm will be considered as non-eligible and will NOT be considered for further evaluation.

1.2 GENERAL INSTRUCTION TO CONSULTANTS

1.2.1 Clarification on EOI Documents

A prospective Applicant requiring any clarification on this EOI document may seek clarification by contacting WECS during office hours on all working days prior to the deadline for submission of the completed EOI document at the address mentioned below.

Contact person:

Ugra Nath Jha

Senior Divisional Engineer

WECS, Singhdurbar, Kathmandu

Tel:- 4211422, 4211429, 4211415, 4211417 Fax:- 4211425

1.2.2 Amendment to EOI Documents

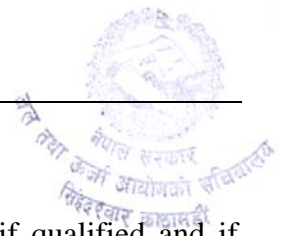
1. At any time prior to the deadline for the submission of the completed EOI document, WECS may amend the EOI for any reason, whether on its own initiative or in response to a clarification requested by an Applicant.
2. All Applicants will be notified in writing about the amendments. All Applicants will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

1.2.3 Cost of Preparation of EOI and Liability

Applicants shall themselves bear all costs associated with the preparation and submission of the EOI document. WECS 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. WECS shall have no obligation to any Applicant to reimburse any costs incurred in preparing a response to this EOI.

1.2.4 Confidentiality of the Document

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



1.2.5 *Joint Liability for Joint Venture Firms*

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.

1.3 SUBMISSION OF EXPRESSION OF INTEREST (EOI)

1.3.1 *Sealing and Marking*

1. The Applicant shall seal the one original and one 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 Job.
2. The inner and the outer envelopes shall be addressed to:
The Secretary
Water and Energy Commission Secretariat
Singh Durbar, Kathmandu
Tel: 4211422, Fax: 4211425
3. The envelopes should also indicate the name and address of the Applicant for identification purposes.
4. The Applicant shall also submit an electronic copy of the EOI documents. However, the evaluation of the EOI document shall be done only based on the hard copy of the EOI application submitted by the applicant.

1.3.2 *Deadline for Submission*

1. The completed EOI document must be submitted to WECS at the address specified in Section 1.3.1 before 12:00 hr Nepal Standard Time (NST) **within 16th day from the date of first publication of this notice.**
2. The completed EOI documents received by WECS after the deadline set forth in Section 1.3.2 (1) shall be considered late and shall be summarily rejected and returned un-opened.
3. 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.

1.3.3 *Withdrawal of EOI document*

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

1.4 PUBLIC OPENING OF SUBMITTED EOI DOCUMENT

The completed EOI documents received by the due date and within the time specified in Clause 1.3.2 (1) will be opened at 14.00 hrs NST on the 16th day of first date of publication of this notice in the presence of the applicants or their authorized representative who-so-ever wish to attend. Absence of the Applicant or their authorized representative(s), however, shall not obstruct or prevent the opening of the EOI in any way. Designated representative(s) must bring a letter from the applicant stating that he/she is authorized to represent the Applicant for the public opening of the EOI document. Applicants or their

A handwritten signature in blue ink is located at the bottom left of the page.



authorized representatives who are present at the time of opening shall sign in a register evidencing their presence.

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

1.5 PREPARATION OF THE EOI DOCUMENT

A detailed procedure for the preparation of EOI documents is given in section – 2.

1.6 EVALUATION PROCESS

WECS will carry out evaluation of the submitted EOI documents based on the criteria approved by WECS and listed in this EOI document. Anything not mentioned in this document regarding the EOI process shall be governed by the prevailing Public Procurement Act and Regulation.

The evaluation of EOI documents will be done in two stages (i) Screening of the EOI Applications of all firms for eligibility; and (ii) Evaluation of EOI documents of eligible firms.

i) Screening of EOI Application of all firms for eligibility

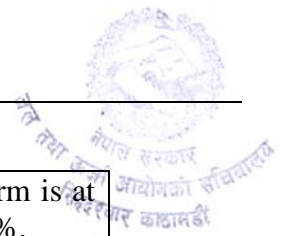
The basic criteria for the eligibility of applicants are as follows:

A. Eligibility Requirement

i	Notarized Copy of Valid Registration Certificate
ii	Notarized Copy of VAT Certificate
iii	Notarized Copy of Income Tax Clearance Certificate for FY 069/70 along with Income Tax clearance or submission certificate for FY 070/71.
iv	Self Declaration as per clause 40–2 (e) of Public Procurement Rule, 2064 mentioning their eligibility, non-conflict of interest, non receipt of any punishment while doing consulting business and litigation history (if any).

- In case of a Joint Venture, each member of the JV shall submit the above eligibility documents.
- The total number of consulting firms including the lead firm should not exceed a maximum of three in a joint venture.
- The same firm is not allowed to enter into more than one joint venture.
- In case of a Joint Venture, the following documents should also be provided:

i	Joint Venture Agreement between the JV Partners duly signed and stamped with company seal of each partner, clearly mentioning the name of the lead firm, name of JV partners, roles and responsibilities of JV partners, and names and signatures of the authorized signatories.
ii	Power of attorney of authorized signatories in the JV from their respective firms with signature & seal of each member in the JV.



iii	Document showing that the minimum share percentage of the lead firm is at least 40% and that of each of the other partners in the JV is at least 20%.
iv	Document showing that the lead firm has an Average Annual Turnover of at least NRs. 20 million on average in the best three fiscal years among the last five consecutive fiscal years.

If a firm or any member in the joint venture fails to submit the above documents or does not meet any of the above-mentioned criteria, the firm will be considered as non-eligible and will NOT be considered for further evaluation.

(ii) Evaluation of EOI documents of eligible firms

The criteria for the evaluation of EOI document are as follows:

<u>S.N</u>	<u>Description</u>	<u>Marks</u>
A	<u>Financial Capability of the Firm</u>	<u>20</u>
	Average Annual Turn Over of best three years of last five consecutive fiscal years (in NRs.)	
	> 50 million	20
	30 to 50 million	15
	20 to Less than 30 million	12
	< 20 million	0
B	<u>Human Resources with the Firm</u>	<u>15</u>
I	Key Full-Time Professionals Available in the Firm (since at least 1 year)	<u>10</u>
	Hydropower Engineers (2 Nos., 2 marks for each)	2x2
	Hydrologist (1 No., 2 marks)	2
	GIS Expert (1 No., 2 marks)	2
	Economist/ Financial Analyst (1 No., 2 marks)	2
II	Other Full Time Professional Staff with the Firm (since at least 1 year)	<u>5</u>
	>15 Nos.	5
	11-15 Nos.	4
	8-10 Nos.	3
	< 8 Nos.	0
C	<u>General Work Experience of the Firm in the last Five Years in the Area of Water Resources Development</u>	<u>15</u>
	(Based on cumulative value of contracts completed in the past five years, in NRs.)	
	Cumulative Value of > 30 million	15
	Cumulative Value of 20 to 30 million	12
	Cumulative Value of 15 to less than 20 million	10
	Cumulative Value of < 15 million	0
D	<u>Specific Work experience of the firm in the Last Five</u>	<u>50</u>



Years (Not counting the works under C)			
I	Experience in Preparation of Basin Plans or Master Plans related to Water Resources Development	<u>5</u>	
	(Based on cumulative value of contracts completed in the past five years, in NRs.)		
	Cumulative Value of > 30 million	5	
	Cumulative Value of 20 to 30 million	4	
	Cumulative Value of 15 to less than 20 million	3	
	Cumulative Value of < 15 million	0	
II	Experience in Feasibility Studies of Hydropower Projects	<u>30</u>	
	Cumulative capacity of more than 50 MW	30	
	Cumulative capacity of more than 25 MW and up to 50 MW	25	
	Cumulative capacity of more than 10 MW and up to 25 MW	20	
	Cumulative capacity of 10 MW or less	0	
III	Experience in Detailed Engineering Design/ DPR Preparation of Hydropower Projects	<u>15</u>	
	Cumulative capacity of more than 50 MW	15	
	Cumulative capacity of more than 25 MW and up to 50 MW	12	
	Cumulative capacity of more than 10 MW and up to 25 MW	10	
	Cumulative capacity of 10 MW or less	0	
		Total Marks	100.00

Note:

- a)
 - i. The relevant figures/numbers of the members in the joint venture shall be added together to calculate total figure/number of the joint venture for the purpose of evaluation.
 - ii. In the event of any discrepancy between the original and the copy, the original shall govern.
- b) The experience of the firm should be supported with evidence/proof in the form of work completion certificates showing the project size, value of contract, time duration and date of completion of the assignment, as appropriate. The experience of the firm without such evidence/proof will not be considered for evaluation.

List of Key Personnel/Professionals

Professionals in the following areas of expertise are tentatively proposed for the job. The Applicant, may, however, propose amendments to the following list of key personnel, with adequate justification for doing so.



SN	Descriptions	Required No.
1	Team Leader	1
2	Hydropower Expert	3
3	Hydrologist	1
4	Geologist/Geotechnical Engineer	1
5	GIS Expert	1
6	Economist/Financial Analyst	1
7	Hydrologic Modeler	1
8	Meteorologist	1
9	Overseer	3
10	Office Manager	1
11	Draught Person	1

1.6.1 *Screening of EOI Applications*

In this stage, a screening of received EOI documents will be done based on approved eligibility criteria. Each Consultant must 'pass' each and every criteria of eligibility. Any Consultant not complying with any one of these criteria is disqualified from further evaluation.

1.6.2 *Evaluation of EOI Documents*

In second stage, the EOI document of eligible firms (Consultants determined "Pass" in Stage I), will be further evaluated based on (i) Financial Capability of Firm, (ii) Human Resource with the Firm, (iii) General Work Experience of the Firm and (iv) Specific Work Experience of the Firm.

Applicants obtaining at least 60 % marks in the EOI evaluation process shall be shortlisted for the Job.

1.6.3 *Clarification during Evaluation by WECS*

1. During the evaluation, WECS may request an Applicant for necessary clarification or substantiation of the information furnished. The Applicant shall furnish the requested information expeditiously by post/ courier/ fax/ e-mail or by any other means of communication to WECS at the address given in Clause - 1.2.1.
2. If the Applicant fails to provide timely clarification or substantiation of the information furnished, WECS may declare such Applicant as non-responsive and reject his/her Application.



1.6.4 Rejection of EOI Document of Applicant

1. WECS 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 Applicants due to such rejection.
2. Furnishing of false or wrong information, document or evidence by any Applicant may result in rejection of the EOI document of the Applicant. In addition, in such cases, legal action may be taken as per prevailing rules and regulations.

1.7 NOTICE OF RESULT OF EVALUATION

All applicants whether qualified or non-qualified will be notified in writing about the result of evaluation of qualification in due course of time. Applicants listed in the short-list will be considered as qualified firms and will be invited to participate in the Request for Proposal process.

1.8 INDICATIVE TERMS OF REFERENCE

An indicative TOR is provided in Annex-1.



2. PREPARATION OF EOI APPLICATION

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

2.1.1 Documents for EOI

The completed EOI document to be submitted by an Applicant shall comprise of the following documents:

Form Type	Description/Content
Form A	General Information
Form A-1	Letter of Submission
Form A-2	Joint Venture Information (Attach JV Agreement and Power of Attorney)
Form A-3	Self Declaration Form
Form A-4	Eligibility Status (Attach Registration, VAT, Income Tax Clearance, Income Tax submission certificates)
Form A-5	Identification of the Consulting Firm
Form A-6	Financial Capability of the Consulting Firm (Attach Audit Reports of last five consecutive fiscal years)
Form B	General Work Experience of the Firm <u>in the Area of Water Resources Development</u>
Form C	Specific Work Experience of the Firm
Form C-1	Experience in Preparation of Basin Plans or Master Plans related to Water Resources Development
Form C-2	Experience in Feasibility Studies of Hydropower Projects
Form C-3	Experience in Detailed Engineering Design/ DPR Preparation of Hydropower Projects
Form D	Details of Key and Full-Time Professional Staff Available in the Firm
Form D-1	Key Full-Time Professionals in the Firm (since at least 1 year)
Form D-2	Other Full-Time Professionals in the Firm (since at least 1 year)

Note: The EOI documents should be prepared and submitted in the above mentioned sequence providing supporting documents with Forms A-2, A-4, A-6, B, C-1, C-2, C-3, D-1, D-2.



2.1.2 General Information

1. The Applicant shall provide a Letter of Submission with completed Forms A to D. All necessary information shall be presented to demonstrate the firm/joint venture's eligibility, capability, experience and professionals to be deployed for the study.
2. The Applicant shall enclose notarized copies of registration certificate, VAT certificate, and Tax clearance certificate. The applicants shall also enclose experience certificate or completion certificate, audit report of last five years and other relevant information.

2.1.3 Information Regarding Technical & Financial Capability of the Consulting Firm

Form A-1: Letter of Submission

The applicant shall submit with the EOI a submission 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 case of joint venture and shall be stamped by the company's seal. The format of submission letter is given in Form A-1 of the EOI document. The letter shall also include the title of the consulting job being applied for.

Form A-2: Joint Venture Information

In case of a Joint Venture, the consultant shall submit a Joint Venture Agreement between the JV Partners duly signed and stamped with company seal of each partner, clearly mentioning the name of the lead firm, name of JV partners, roles and responsibilities of JV partners, and names and signatures of the authorized signatories. The agreement should also indicate the share percentage of each member in the JV. A power of attorney of authorized signatories in the JV from their respective firms with signature & seal of each member in the JV is also required.

Form A-3: Self Declaration Statement of Consultant

The applicant shall submit a Self Declaration as per clause 40 – 2 (e) of Public Procurement Rule, 2064 mentioning that consultant 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 and litigation history (if any) in last five years. The self declaration letter shall be signed by an authorized person of the Consulting Firm and shall be stamped with the company's seal. The format of the self declaration letter is given in Form A-3 of this EOI document. In case of a JV, each individual consultant should separately submit the Self Declaration.

Form A-4: Eligibility Status

The applicant shall complete form A-4 and submit supporting documents to support the eligibility requirements(s). The supporting documents will be in the form of copies of Company Registration Certificate, VAT Certificate and Tax Clearance/Submission Certificates.



Form A-5: Identification of the Firm

The background information of the consulting firm shall be presented in the prescribed Form A-5.

Form A-6: Financial Capability of the Firm

The financial capability of the consulting firm shall be presented in the prescribed Form A-6 of this EOI document. The financial status of the Consulting Firm shall be supported with audited reports of last five consecutive fiscal years.

2.1.4 General and Specific Work Experience of the Firm

The experience of the firm should be supported with evidence/proof in the form of work completion certificates showing the project size, value of contract, time duration and date of completion of the assignment, as appropriate. The experience of the firm without such evidence/proof will not be considered for evaluation.

Form B: General Experience of the Firm in the area of Water Resources Development

General Experience of the Firm in the last 5 years in the area of Water Resources Development shall be presented in the prescribed Form B.

Form C-1: Experience in Preparation of Basin Plans or Master Plans related to Water Resources Development

The relevant Experience in Preparation of Basin Plans or Master Plans related to Water Resources Development in the last 5 years shall be presented in the prescribed Form C-1.

Form C-2: Experience in Feasibility Studies of Hydropower Projects

The relevant Experience in Feasibility Studies of Hydropower Projects in the last 5 years shall be presented in the prescribed Form C-2.

Form C-3: Experience in Detailed Engineering Design/ DPR Preparation of Hydropower Projects

The relevant Experience in Detailed Engineering Design/ DPR Preparation of Hydropower Projects in the last 5 years shall be presented in the prescribed Form C-3.

2.1.5 Details of Key and Full-Time Professional Staff Available in the Firm

Forms D-1 and D-2

The details of Key and Full-Time Professional Staff Available in the Firm shall be presented in prescribed Forms D-1 and D-2.

Note: The Applicant is requested to provide the information provided in sections 2.1.3, 2.1.4 and 2.1.5 in electronic form (prepared in Word or Excel) after the EOI opening date.



FORM A-1

LETTER OF SUBMISSION

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

Date:

To:
The Secretary
Water and Energy Commission Secretariat
Singha Durbar, Kathmandu, Nepal

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 WECS as a consultant for the Assessment of Hydropower Potential of Nepal.

1. WECS 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.
2. WECS and its authorized representatives are authorized to contact any of the signatories to this letter for any further information.
3. This application is made in the full understanding that all decisions by WECS related to this EOI are final, binding and not subject to review. WECS shall be under no obligation to inform the Applicant of the reasons for its decisions or actions.
4. 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.
5. 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]

[Address]

[Phone, Fax, Email]

6. 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

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 the following information:

SN	NAME OF FIRM	Postal Address, TEL, FAX and E-mail	NAME OF CONTACT PERSON	TELEPHONE OF CONTACT PERSON	SHARE PERCENTAGE IN JV
1.	Lead Firm:				
2.	Partner Firm:				
3.					

Note:

1. A maximum of three (3) firms can form a Joint Venture.
2. In case of a JV, the minimum share percentage of the lead firm should be at least 40% and that of each of the other JV partners should be at least 20%. The lead firm should have an Average Annual Turnover of at least NRs. 20 million on average in the best three fiscal years among last five consecutive fiscal years.. Also, the lead firm should hold the power of attorney.

Attachment

1. Joint Venture Agreement
2. Power of attorney of the signatory (ies)
3. Power of attorney to lead the JV



FORM A-3

SELF DECLARATION FORM

Date:.....

To,
The Secretary
Water and Energy Commission Secretariat
Singha Durbar, Kathmandu

Sir,

We,
(name of the Consulting Firm/ JV partners) declare that we are legally eligible to participate in the procurement process of consulting services for the (title of consulting service).

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.)

(Note: Each Firm in the JV needs to separately submit this Self Declaration document duly signed and stamped with company seal.)



FORM A-4

ELIGIBILITY STATUS

Description	Name of Submitted documents and how these are presented in the EOI	Remarks
Notarized Copy of Valid Registration Certificate (of each member in the JV, in case of a JV.)		
Notarized Copy of VAT Certificate (of each member in the JV, in case of a JV.)		
Notarized Copy of Income Tax Clearance Certificate for FY 2069/70 along with Income Tax clearance or submission certificate for FY 2070/71. (of each member in the JV, in case of a JV.)		
Self Declaration (by each member in the JV, in case of a JV.)		
Joint Venture Agreement (in case of a JV)		
Power of attorney of authorized signatories (from each firm in the JV in case of a JV)		
Power of attorney to lead the JV (in case of a JV)		

The supporting documents in the form of copies of registration certificate, VAT Certificate and Tax Clearance/Submission Certificates shall be attached here:

In addition, provide the following information

Description	Value	Remarks
The total number of consulting firms in joint venture		
Share percentage		
Lead firm		
JV partner firm-1		
JV partner firm-2		
The Average Annual Turnover in the best three fiscal years among last five consecutive fiscal years		
Lead firm		
JV partner firm-1		
JV partner firm-2		



FORM A-5

IDENTIFICATION OF THE CONSULTING FIRM

Full name of the Firm:
Address:

Telephone number: Fax number: E-mail: Others:	
Corporate Registration: Date of Registration: Registration No: Date of last renewal: Valid up to:	VAT Registration: Date of Registration: VAT Registration No:
Name and address of contact person: Name and Designation of Contact Person: Address: Telephone number (Office): Telephone number (Residence) : Mobile no: Fax: Email:	

Note: In case a JV, provide above information for each member in the joint venture separately.



FORM A-6

FINANCIAL CAPABILITY OF THE CONSULTING FIRM

Full name of the Consulting Firm:

FINANCIAL STATUS

Turn Over of last five consecutive fiscal years (NRs.)

Description	FY	FY	FY	FY	FY
Turnover (NRs.)					

Turn Over of best three years (NRs.)

Description	FY	FY	FY	Average Annual
Turnover (NRs.)				

Note:

1. Provide above information for each member in case of a joint venture.
2. Submit Audited Reports of last five consecutive fiscal years to support the above information.



FORM B

(GENERAL WORK EXPERIENCE OF THE FIRM IN THE AREA OF WATER RESOURCES DEVELOPMENT IN THE LAST FIVE YEARS)

S.N.	NAME OF PROJECT	LOCATION/	CLIENT	VALUE OF CONTRACT	YEAR OF COMPLETION	DESCRIPTION OF RELEVANT WORK CARRIED OUT
1.						
2.						
3.						
4.						

Note: (1) Note: Provide above information for each member in case of a joint venture.

(2) Details of the work completed by Consulting Firm (s) should be filled in Form C-4 .

Date:

Seal of the Firm

Signature & Designation of Applicant:

**FORM C-1**

**SPECIFIC WORK EXPERIENCE OF THE FIRM IN PREPARATION
OF BASIN PLANS OR MASTER PLANS RELATED TO WATER
RESOURCES DEVELOPMENT (IN THE LAST FIVE YEARS)**

S.N.	NAME OF PROJECT	LOCATION	CLIENT	VALUE OF CONTRACT	YEAR OF COMPLETION	DESCRIPTION OF RELEVANT WORK CARRIED OUT
1.						
2.						
3.						
4.						

Note: (1) Note: Provide above information for each member in case of a joint venture.

(2) Details of the work completed by Consulting Firm (s) should be filled in Form C-4 .

Date:

Seal of the Firm

Signature & Designation of Applicant:

**FORM C-2**

SPECIFIC WORK EXPERIENCE OF THE FIRM IN FEASIBILITY STUDIES OF HYDROPOWER PROJECTS (IN THE LAST FIVE YEARS)

S.N.	NAME OF PROJECT (MENTION THE CAPACITY OF HYDROPOWER PROJECT)	LOCATION	CLIENT	VALUE OF CONTRACT	YEAR OF COMPLETION	DESCRIPTION OF RELEVANT WORK CARRIED OUT
1.						
2.						
3.						
4.						

Note: (1) Note: Provide above information for each member in case of a joint venture.

(2) Details of the work completed by Consulting Firm (s) should be filled in Form C-4 .

Date:

Seal of the Firm

Signature & Designation of Applicant:

**FORM C-3**

**SPECIFIC WORK EXPERIENCE OF THE FIRM IN DETAILED
ENGINEERING DESIGN/ DPR PREPARATION OF HYDROPOWER
PROJECTS (IN THE LAST FIVE YEARS)**

S.N.	NAME OF PROJECT (MENTION THE CAPACITY OF HYDROPOWER PROJECT)	LOCATION	CLIENT	VALUE OF CONTRACT	YEAR OF COMPLETION	DESCRIPTION OF RELEVANT WORK CARRIED OUT
1.						
2.						
3.						
4.						

Note: (1) Note: Provide above information for each member in case of a joint venture.

(2) Details of the work completed by Consulting Firm (s) should be filled in Form C-4 .

Date:

Seal of the Firm

Signature & Designation of Applicant:

**FORM C-4****DETAILS OF FORM C-1,C-2 AND C-3**

(DETAILS OF THE WORKS SHOWN IN FORMS B, C-1, C-2 AND C-3)

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.

Project Name:		Country:
Project Location:		Professional Staff Provided by the Company:
Name of Client:		No. of Staff:
Approximate Value of Services:		No. of Man-months:
Start Date: (Month/Year)	Completion Date: (Month/Year)	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 the Company:		



FORM D-1

**DETAILS OF KEY FULL-TIME PROFESSIONALS AVAILABLE IN THE FIRM
(SINCE AT LEAST 1 YEAR)**

S. N.	DESIGNATION	NAME	QUALIFICATION (INCLUDING NAME OF UNIVERSITY & YEAR OF DEGREE OBTAINED)	YEARS WITH THE COMPANY	TOTAL NO OF YEARS OF EXPERIENCE	PROJECTS CURRENTLY INVOLVED IN	REMARKS
1	a	Hydropower Engineer					
	b	Hydropower Engineer					
2		Hydrologist					
3		GIS Expert					
4		Economist/Financial Analyst					

Note: (1) duly signed bio-data of personnel must be attached.

(2) Provide above information for each member in case of a joint venture.

Date:

Seal of the Firm

Signature & Designation of Applicant:

3. Indicative Terms of Reference

1. Background

With an average rainfall of about 1400 mm over the country, Nepal is generously endowed by nature in water resources. There are 6000 big and small rivers in the three main river systems namely Gandaki (Narayani), Koshi, and Karnali including some southern rivers and the two border rivers – Mechi in the East and Mahakali in the West. While some of the major rivers originate in the High Himalaya in Nepal, some others originate in the Tibet. Yet another group of rivers, such as the Kankai, Kamala, Bagmati, Rapti, and Bheri originate in the Mahabharat ranges. Numerous small streams start from the Churia ranges of hills; these are principally rain-fed and are, therefore, seasonal.

Due to high concentration and intensity of precipitation during the monsoon (June-September) period, about 72% of the total run-off is instantaneous, while the rest is conserved as snow and ground water which drains into the rivers during the dry season. The total run-off per year from Nepal, including run-off from Tibetan catchment is estimated to be about 200 billion cubic meters. Based on that estimation, an old study reveals that Nepal has a theoretical hydropower potential of 83000 MW and an economically viable potential of about 43000 MW.

These figures of Nepal's hydropower potential were arrived at much before the start of recent technological advancements in hydrological modeling. Critics have continuously pointed out the need to verify and update these figures. These figures did have a strong theoretical basis when the study was made more than four decades back. During this intervening period much data has become available and numerous scientific tools have been devised in hydro-meteorological modeling. Therefore, it becomes sensible that Nepal's hydropower potential be assessed again with the help of more recent data and modeling tools. Realizing this need, the Government of Nepal has allocated some fund in its annual budget to carry out a study on the "Assessment of Hydropower Potential of Nepal" in the present context. The study will be carried out by the Water and Energy Commission Secretariat (WECS) through a local consultancy firm.

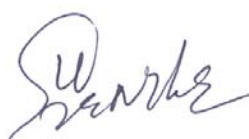
2. Objective of the work

The overall objective of the work is to carry out the re-assessment of gross hydropower potential of Nepal's rivers and economically viable hydropower potential of Nepal in the present context. In addition, the study will identify the problems or constraints in harnessing the potential thus assessed and will suggest measures for reducing the cost of development of projects.

3. Scope of work

An indicative scope of the work includes but is not limited to the following:

- to evaluate the hydropower potential in the three major river basins, namely Sapta Koshi, Sapta Gandaki (Narayani) and Karnali;





- to evaluate the hydropower potential in the two boundary rivers, namely Mechi in the east and Mahakali in the far west, and their tributaries;
- to evaluate the hydropower potential in smaller mountain rivers such as the Kankai, Kamala, Bagmati, Rapti, Bheri, Babai, Seti and other rivers and their tributaries, if any, with a potential in hydropower;
- to assess the potential of mini/ micro hydropower, small hydropower, medium hydropower and large hydropower projects;
- to assess the potential of storage and run-off river hydropower projects;
- to assess the financial and economical viability of all identified types of hydropower projects (in case of reservoir type of projects, environmental and social viability shall be also considered):
- to prepare separate river-basin and physiographic maps showing the potential hydropower projects;
- to prepare district wise and region-wise inventory of potential mini/ micro, small, medium and large hydropower projects and to supplement these inventories with lists of projects already developed and with those under development .

4. Methodology

The methodology of this study will be based on the following steps. However, a clear and precise detailing of the methodology for the completion of the work will be the responsibility of the consulting firm.

- A comprehensive review of available literature and past studies.
- Collection of necessary primary, secondary, and tertiary data from different sources.
- Necessary field visits for collection of data (hydro-meteorological, soil, topography and others).
- Calculation/ estimation of the flow discharges in the different rivers and streams utilizing recent tools and models, which are suitable for the respective river basin. This may include hydro-meteorological and soil-moisture modeling work.
- Determination of the discharges required in each river basin for existing and future needs of water supply, irrigation, and other consumptive purposes.
- Calculation of the net discharges available for hydropower projects after deducting the discharges required for consumptive purposes.
- Calculation of the hydropower potential in different river stretches based on available head and net discharge (exceedence probabilities of Q_{25} , Q_{40} , and Q_{60} shall be considered for all calculations).
- Consideration of geological and geotechnical factors in the assessment of hydropower potential in the different river stretches and potential reservoir areas.



- Consideration of financial, economical, social and environmental viability in the assessment of projects.

All the costs for surveys, measurements, sampling, field visits and purchase of software and data will be borne by the consulting firm.

5. Workshops and meetings

The following workshops/ meetings shall be organized by the consultant:

- One-day workshop in Kathmandu to present and discuss the Inception Report.
- Two-day residential workshop to present and discuss the Second Interim Report
- One-week training for technology transfer.

All the costs involved in carrying out these workshops/ meetings will be borne the consultant.

6. Deliverables: The consultant will submit the following reports:

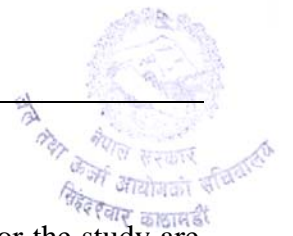
- Inception Report within one month after date of agreement (2 hard copies and 1 soft copy)
- Interim Report I within three months after approval of the Inception Report (2 hard copies and 1 soft copy)
- Interim Report II within six months after submission of the First Interim Report (5 hard copies and 1 soft copy)
- Draft Report at least five months before the end date of the contract (10 hard copies and 1 soft copy)
- Final Report (3 hard copies and 2 soft copies)

Note: WECS may appoint a panel of experts to conduct an independent review of the Draft Report. The cost for such review shall be borne separately by WECS. The Final Report shall incorporate all the comments and suggestions provided by WECS.

6. Payment Mode:

The payment schedule will be as mentioned in the table below.

S.N.	Payments	Payment % of total contract amount	Preconditions for payment
1	First Installment	20	Submission and Approval of Inception Report
2	Second Installment	15	Submission of interim Report I
3	Third Installment	20	Submission and Approval of Interim Report II
4	Fourth Installment	25	Submission of Draft Report
5	Fifth and Final Installment	20	Submission and Approval of the Final Report



7. Work Schedule:

The work period will be 24 months in total. The tentative work milestones for the study are shown below. It is the responsibility of the consultant to plan in detail the work schedule and expert man months schedule to complete the assigned work within the assigned time frame and to meet the below mentioned milestones.



Work Schedule

S.N.	Milestone Activities	Time in month																								
		0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
1	Contract agreement	■																								
2	Inception report		■																							
3	One day workshop to present and discuss the inception report			■																						
4	Interim Report I				■																					
5	Field visit				■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■					
6	Interim Report II							■																		
7	Two day residential workshop to present and discuss the interim report II								■																	
8	Technology transfer training																			■						
9	Draft Report submission																				■					
10	Final Report submission																								■	
11	Work completion /approval/ financial clearance																									■