

# EXPRESSION OF INTEREST

For

## ***MAINTENANCE CONTRACT FOR REAL TIME DATA ACQUISITION SYSTEM***

**Consulting Firm/Joint Venture:**

.....  
.....  
.....

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

.....  
.....

Employer:

Government of Nepal  
Ministry of Population and Environment  
Department of Hydrology and Meteorology  
Naxal, Kathmandu.

Karthik, 2074



**Government of Nepal  
Ministry of Population and Environment**

## Abbreviations

CV	-	Curriculum Vitae
DHM	-	Department of Hydrology and Meteorology
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
RLS	-	Radar Level Sensors
TOR	-	Terms of Reference
VAT	-	Value Added Tax

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## **A. Request for Expression of Interest**

**Government of Nepal**  
**Ministry of Population and Environment**  
**Department of Hydrology and Meteorology**  
**Notice No: 1/DHM/074-75**  
**Re-Advertisement: 17/07/2074**

### **Expressions of Interest (EOI)**

1. The Government of Nepal, Department of Hydrology and Meteorology (DHM) invites EOI (Expressions of Interest) for the purpose of short listing the qualified, eligible and experienced Companies/firms and or their joint ventures for “**Maintenance Contract for Real Time Data Acquisition System**” works.
2. The budget to this purpose has been allocated by the Government of Nepal (GON) for the fiscal year 2074/075.
3. Experienced, eligible and interested Consulting Firms or companies are invited to submit their EOI, either alone or in joint venture with other firms with a certified copy of Consultancy/Company Registration Certificate, VAT and Tax Clearance (2073/74)/ Tax Return Submission receipt for the last fiscal year.
4. EOI documents could be obtained free of cost from DHM upon request during office hour on all government working days within the 15<sup>th</sup> day of the first date of publication of this notice or can also be downloaded from the website: <http://www.dhm.gov.np>. The instruction to the consultant, prescribed format, evaluation criteria, scope of the work and duration of the study and other details of the project are mentioned in the EOI. Only lead firm may obtain EOI form mentioning the names of all members of Association/JV and submitting Association/JV agreement.
5. Applications for EOI must be clearly marked “**Maintenance Contract for Real Time Data Acquisition System**” and shall be submitted in sealed envelopes by companies or their joint venture received by the due date and within the specified time 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, which must be delivered to the following address within the given time below.  
Last Date of EOI Submission:- **3/08/2074 & 12:00 noon**  
Date of EOI opening :- **3/08/2074 & 01:00 pm**
6. Certified evidences of the client reference indicating satisfactory completion of the projects along with the cost of consulting services in NRs and date of completion of the assignment only will be counted.
7. In case the day of submission of the EOI falls on a public holiday, it shall then be submitted on the following working day at same hour. Only the short-listed Consulting Firms shall be invited for RFP (Request for Proposal). During the RFP process, the consulting firm/companies will be selected in accordance with Quality and Cost Based Selection procedure (QCBS) & minimum score to pass the EOI is 60 out of 100
8. DHM reserves the right to shortlist any or reject all of the Firms without assigning any reasons whatsoever. Further information or clarification can be obtained from DHM during office hours.

**Procurement Unit, Department of Hydrology and Meteorology, Naxal, Kathmandu**

E-mail: [rajendra\\_706@hotmail.com](mailto:rajendra_706@hotmail.com), Website: [www.dhm.gov.np](http://www.dhm.gov.np)

## **B. Information to the Consulting Firm**

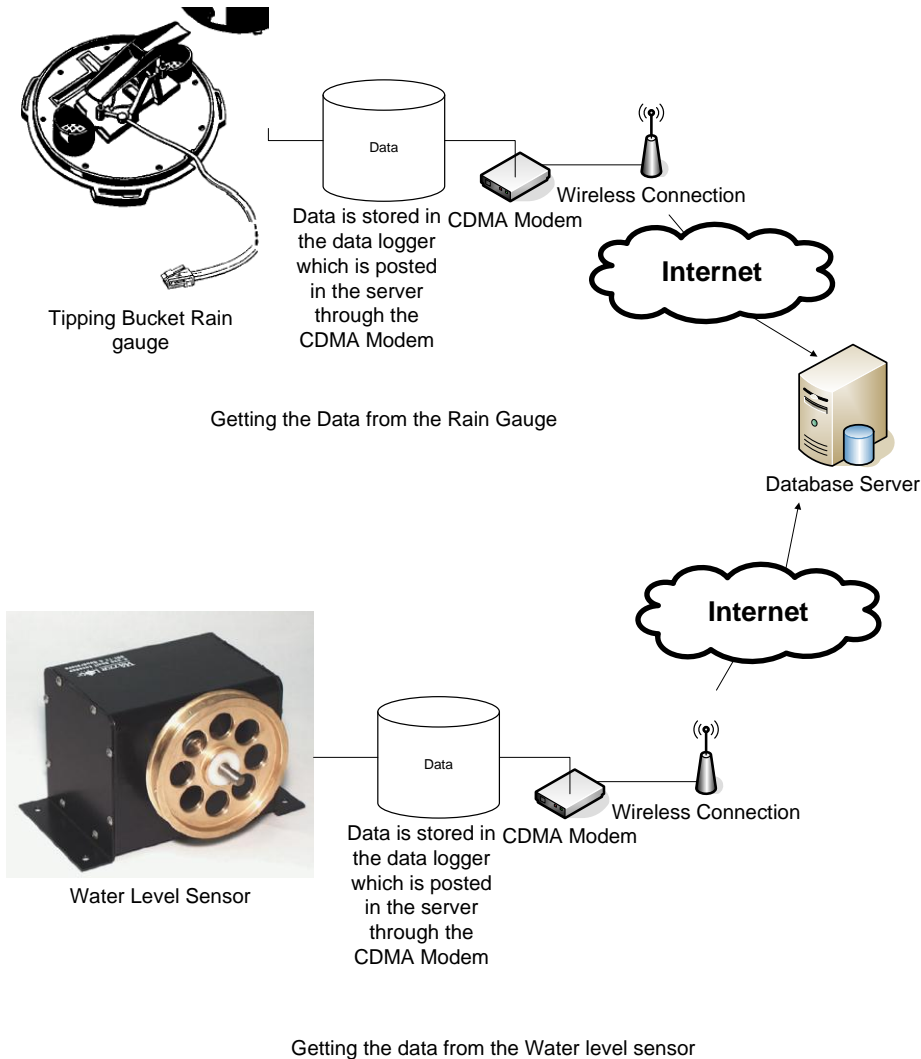
### **General Information**

<b>Purpose of inviting the EOI:</b>	The main purpose shall short-list suitable consulting firms for “ <b>Maintenance Contract for Real Time Data Acquisition System</b> ” and related products so that proposals could be invited from them only. However, the client may extend the short-list to include additional relevant consulting firms which are capable of giving the desired output.
<b>Format and Signing of Application:</b>	Applicant intending to file an application in response to this EOI should submit an “Application together with the duly completed EOI form providing all the information required therein after signing in by Authorized Representative of Consulting Firm or company (in case of Joint Venture, Authorized Representative of Lead Firm) with Company’s seal in every page of EOI forms & power of attorney signed by each Joint Venture Firm.
<b>Minimum eligibility of the firm:</b>	Registered consulting firms/company; registered at VAT office and tax clearance certificates.
<b>Deadline for submission of EOI:</b>	at or before 12 Noon (NST-Nepal Standard Time) <b>3/8/2074</b>
<b>Number of copies to be submitted:</b>	Two
<b>Joint Venture:</b>	A firm may apply to be short-listed alone or in joint venture with other firms. However once short-listed, JV partners are unchangeable.
<b>Duration of completion:</b>	Duration to complete the works will be 180 days from the signing of the contract agreement.
<b>Information from the Client:</b>	In due course of time, the shortlist shall be published on the Client’s notice board, at the website: <a href="http://www.dhm.gov.np">www.dhm.gov.np</a> . The client shall mail the short-list to each of the firms/JV submitting the EOI and initiate the process of RFP without waiting for the receipt from the firms that they have received the short-list.

## C. Objective of Consultancy Services or Brief TOR

### Background

The Department of Hydrology and Meteorology (DHM) under the Ministry of Population and Environment, Government of Nepal is responsible for all hydro-meteorological and flood forecasting activities in Nepal. There are 43 hydrometric and about 90 precipitation stations under Department of Hydrology & Meteorology for the purpose of acquiring water level and rainfall data.



**Figure 1 Schematic representation of real time data acquisition system**

A data transmission system forms the core of any flood forecasting system. Efficiency of data transmission and reception directly influences the accuracy and effectiveness of the forecasts. Real time data becomes critical particularly in case of flash flood forecasting, which are common in the foothills near mountainous areas. Recognising this fact, DHM has upgraded the existing data acquisition system in Narayani basin, Bagmati basin, Babai Basin, Koshi, Kankai, Karnali and West Rapti basin with CDMA, GSM wireless phone based telemetry. The system uses various sensors for detecting rainfall intensity and the water level of the river. These data are first stored in a data logger, which supports CDMA transmission. The data are stored and transmitted at a specified interval of time through wireless medium over the internet to a database server where it can be analyzed and used in models for the purpose of flood forecasting.

The system needs to be run smoothly and maintenance of the system is required. Hence, DHM intends to employ local consulting firm for this purpose.

### Objectives

The overall objective of the work is to maintain and smoothly run the real time data acquisition system established by DHM that is listed in area of work(below) that lies in Narayani, Bagmati, Babai, Koshi kankai Karnali , Makahali ,West Rapti & other river basins.

**Area of works**

The following hydrometric and rainfall stations are equipped with real time data acquisition system & need to maintained.

S. No.	Station Name	St. No.	Equipments	Accessibility
	<b>KANKAI BASIN</b>			
1	Mainachuli (Waterlevel)	795	Radar Level sensors, data loggers, transmission system and accessories	Road
2	Kanyam Tea State	1416	Tipping bucket rain gauge, Temperature sensors, data loggers, transmission system and accessories	Road
3	Ilam Tea State	1407	Tipping bucket rain gauge, data loggers, transmission system and accessories	Road
4	Mai Pokhari	1423	Tipping bucket rain gauge, data loggers, transmission system and accessories	Road
5	Rake	1424	Tipping bucket rain gauge, data loggers, transmission system and accessories	Road
6	Soktim Tea State	1411	Tipping bucket rain gauge, data loggers, transmission system and accessories	Road
7	Zeetpur	1425	Tipping bucket rain gauge, data loggers, transmission system and accessories	Road
	<b>NARAYANI BASIN</b>			
1	Trishuli @ Betrawati	447	Stevens type A-04 Recorder with shaft encoder attachment, Tipping bucket rain gauge, data loggers, transmission system and accessories	Road
2	Tadi @ Belkot	448	Stevens type A-04 Recorder with shaft encoder attachment, data loggers, transmission system and accessories	Road
3	Arughat	1002	Stevens type A-04 Recorder with shaft encoder attachment, Tipping bucket rain gauge, data loggers, transmission system and accessories	Road
4	Gorkha-Birechowk	0809	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
5	Marshyandi@ Bimalnagar	439	Bubbler Sensor, Tipping bucket rain gauge, data loggers, transmission system and accessories	Road
6	Besisahar Lamjung	9709	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
7	Damauli-Tanahun	817	Tipping bucket rain gauge, temperature sensors data logger, transmission system and accessories	Road
8	Trishuli@Kalikhola	449.9 1	Bubbler Sensor, data logger, transmission system and accessories	Road
9	Narayani Devghat	450	Radar Level Sensor, tipping bucket data logger, transmission system and accessories	Road
10	Riu Khola @ Bankatta	9321	Radar Level Sensor, tipping bucket data logger, transmission system and accessories	Road
11	Charchare	9322	Tipping bucket rain gauge, temperature sensors data logger, transmission system and accessories	Road
12	Kalyanpur	9323	Tipping bucket rain gauge, temperature sensors data logger, transmission system and accessories	Road

13	Govindbasti	9324	Tipping bucket rain gauge, temperature sensors data logger, transmission system and accessories	Road
14	Thori	9325	Tipping bucket rain gauge, temperature sensors data logger, transmission system and accessories	Road
15	Lothar Khola	470	Radar Level Sensor, data logger, transmission system and accessories	Road
16	E-Rapti-Rajaya	460,9 25	Tipping bucket data logger, transmission system and accessories	Road
17	Danda	704.5	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
18	Kumalgaun	419.1	RLS for water level collection, Tipping bucket rain gauge data loggers, transmission system and accessories	Road+ Walk
19	Andhi Khola Borlangpul	415	Bubbler Sensor, data logger, transmission system and accessories	Road
20	Pokhara Airport	804	Tipping bucket rain gauge, data logger, transmission system and accessories	Dist HQ/Road
21	Seti Jyameri Bari	No	Bubbler sensors for water level collection, Tipping bucket rain gauge data loggers, transmission system and accessories	Dist HQ/Road
22	GhaleKharka	842	Tipping bucket rain gauge, data logger, transmission system and accessories	Walk
23	Beni	609	Tipping bucket rain gauge, Temperature sensors, data logger, transmission system and accessories	Road
24	Badigad @ Rudhrabebi	417	RLS for water level collection, data loggers, transmission system and accessories	Road
25	Magdhi @ Mangalaghat		RLS for water level collection, data loggers, transmission system and accessories	Road
26	Jomsom	601	Tipping bucket rain gauge, data logger, transmission system and accessories	Dist HQ/Road
27	Chooser AWS	No	Tipping bucket rain gauge, Pulvio bucket, data logger, transmission system and accessories, AWS	Walk
	<b>BAGMATI BASIN</b>			
1	Nagpokhari	1030. 5	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
2	Airport	1030	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
3	Budhanilkantha	1071	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
4	Sundarijal	1077	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
5	NAST		Tipping bucket rain gauge, temperature sensors, wind sensors, data logger, transmission system and accessories	Road
6	Godawari	1022	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
7	Lele	1075	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
8	Thankot	1015	Tipping bucket rain gauge, wind, temperature sensors, data logger, transmission system and accessories, AWS	Road



9	Nagarkot AWS	1043	Tipping bucket rain gauge, wind, temperature sensors, data logger, transmission system and accessories, AWS	Road
10	Khokana	550.05	Tipping bucket rain gauge, data logger, transmission system and accessories, RLS	Road
11	Sindhulimadhi	1107.5	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
12	Marin	585	Tipping Bucket 0.2mm/ tip, Ott CBS Bubbler Sensor	Seasonal Road
13	Sindhuligadhi	1107	Tipping Bucket 0.2mm/ tip, Ott CBS Bubbler Sensor	Road
14	Pandheradovan, Karmaya	589.5	Tipping bucket rain gauge, data logger, transmission system and accessories, RLS	Seasonal road
15	Garuda	922	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
16	Bhorleni	581	RTDL-2010, Tipping Bucket 0.2mm/ tip, Stevens Chart recorder with encoder attachment	Seasonal Road
17	Chisapanigadhi	904	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
18	Daman	905	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
	<b>BABAI BASIN</b>			
1	Guleria	408	Tipping Bucket .2mm/ tip, HC2 temperature and humidity sensor	Road
2	Babai @ Bhada Bridge	291	RTDL-2010, RLS Radar Water Level Sensor	Road
3	Babai @ Chepang	289.95	RTDL-2010, Tipping Bucket 0.2mm/ tip, RLS, tipping bucket rain gauge, data logger, communication system	Road
4	Luwamjula	512	Tipping bucket rain gauge, data logger, transmission system and accessories	walk
5	Tharmare	519	Tipping bucket rain gauge, data logger, transmission system and accessories	Seasonal road
6	Ambapur	531	Tipping bucket rain gauge, data logger, transmission system and accessories	walk
7	Padampur	529	Tipping bucket rain gauge, data logger, transmission system and accessories	Seasonal road
8	Rampur	525	Tipping bucket rain gauge, data logger, transmission system and accessories	Seasonal Road
9	Ratamata	533	Tipping bucket rain gauge, data logger, transmission system and accessories	Seasonal Road
10	Ranijharuwa	417	Tipping bucket rain gauge, data logger, transmission system and accessories	Seasonal road
11	Salayan Bazar	511	Tipping bucket rain gauge, Temperature and humidity sensor, data logger, transmission system and accessories	Road
12	Ghorai	515	RTDL-2010, Tipping Bucket .2mm/ tip ( Extra ) , WXT-520 Compact six sensor weather station	Road
13	Jyamire	523	Tipping bucket rain gauge, data logger, transmission system and accessories	Walk
	<b>WEST RAPTI</b>			
1	Bagasoti	350	Tipping bucket rain gauge, data logger, transmission system and accessories	Road

2	Madi @ Nayagaon	330	RTDL-2010, Tipping Bucket 0.2mm/ tip, Chart recorder with encoder attachment	Road
3	Bijuwatar	505	RTDL-2010, Tipping Bucket 0.2mm/ tip, HC2 Temperature and humidity sensor	Road
4	Jhimruk@Cherneta	339.3	RTDL-2010, CBS Bubbler	Road
5	Libang gaun	504	Tipping bucket rain gauge, Temperature and humidity sensor, data logger, transmission system and accessories	Road
6	Sulichaur	527	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
7	Swargadwari	530	Tipping bucket rain gauge, data logger, transmission system and accessories	Seasonal Road
8	Lamahi	537	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
9	West Rapti @ Jalkundi		RLS, data logger, transmission system and accessories	Road
10	West Rapti @ Kusum	375	RTDL-2010, Tipping Bucket 0.2mm/ tip, CBS Bubbler	Road
11	Tulsipur		Tipping bucket rain gauge, temperature sensors, data logger, transmission system and accessories	Road
12	Dhakeri	438	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
	<b>KOSHI</b>			
1	Arun @ Turkeghat	604	RTDL-2010, Tipping Bucket 0.2mm/ tip, RLS sensor for water level collection	Road
2	Chatara	695	RTDL-2010, Tipping Bucket 0.2mm/ tip, RLS sensor for water level collection	Road
3	Mulghat	1308	RTDL-2010, Tipping Bucket 0.2mm/ tip	Road
4	Dhankuta	1304	RTDL-2010, Tipping Bucket 0.2mm/ tip, AWS	Road
5	Tumlingtar	1321	RTDL-2010, Tipping Bucket 0.2mm/ tip	Road
6	Roshi khola	640	RTDL-2010, RLS sensor for water level collection	Road
7	Puchwarghat	630	RTDL-2010, Bubbler sensor for water level collection	Road
8	Bharabishe	610	RTDL-2010, Bubbler sensor for water level collection	Road
9	Tatopani		RTDL-2010, RLS for water level collection	Road
10	Busti	647	RTDL-2010, Bubbler sensor for water level collection	Road
11	Jiri	1103	RTDL-2010, Tipping Bucket 0.2mm/ tip, AWS	Road
12	Okhaldhunga	1206	RTDL-2010, Tipping Bucket 0.2mm/ tip	Road
13	Dudhkoshi@ Rabuwabazar	670	RTDL-2010, Bubbler sensor for water level collection	Road
14	Chautara	1009	Tipping Bucket 0.2mm/ tip, temperature sensors, wind sensors etc. AWS, data logger, communication modem etc	Road
15	Melung	1104	Tipping Bucket 0.2mm/ tip, data logger, communication system etc	Road
	<b>KOSHI-ROLWALING</b>			
1	Singati		Tipping Bucket 0.2mm/ tip, data logger, communication system etc	Seasonal Road

2	Gongor		Bubbler sensor for water level collection, Tipping bucket rain gauge data loggers, transmission system and accessories	Seasonal Road
3	Shankhu		Tipping Bucket 0.2mm/ tip, data logger, communication system etc	walk
4	Lamabagar		Tipping Bucket 0.2mm/ tip, data logger, communication system etc	walk
5	Rikhu		Tipping Bucket 0.2mm/ tip, data logger, communication system etc	walk
6	Bedding (Rainfall, Water level)		RLS for water level collection, Tipping bucket rain gauge data loggers, transmission system and accessories	walk
7	Naa		RLS for water level collection, transmission system and accessories	walk
8	Tshorplpa		RLS for water level collection, Tipping bucket rain gauge data loggers, AWS, transmission system and accessories	walk
	<b>KARNALI &amp; MAHAKALI BASIN</b>			
1	Rajapur-PS	411	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
2	Karnali@ Chisapani	405, 280	RLS for water level collection, tipping bucket, data loggers, transmission system and accessories	Road
3	Sahajpur Kailali		Tipping bucket rain gauge, data logger, transmission system and accessories	Road
4	Doti-Met	203	Tipping bucket rain gauge, temperature sensors data logger, transmission system and accessories	Road
5	Seti@Depayel	260	RLS for water level collection, tipping bucket, data loggers, transmission system and accessories	Road
6	Safebagar		Tipping bucket rain gauge, data logger, transmission system and accessories	Road
7	Mangelsen	217	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
8	Bhajang	201	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
9	Chamelia	120	Bubbler Sensors for water level collection, data loggers, transmission system and accessories	Road
10	Mahakali@Darchula	105	RLS for water level collection, tipping bucket, data loggers, transmission system and accessories	Road
11	Patan Baitadi	103	Tipping bucket rain gauge, data logger, transmission system and accessories, AWS, Pulvio bucket etc	Road
12	Mahakai@Parigoun	178	RLS for water level collection, data loggers, transmission system and accessories	Road
13	Nigali		Tipping bucket rain gauge, data logger, transmission system and accessories	walk
14	Bheri Samajghat	269.5	RLS for water level collection, tipping bucket, data loggers, transmission system and accessories	Road
15	Mahelkuna-Met		Tipping bucket rain gauge, data logger, transmission system and accessories	Road
16	Rakam		Tipping bucket rain gauge, data logger, transmission system and accessories	Road

17	Jajarkot	404	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
18	Chaujhari		Tipping bucket rain gauge, data logger, transmission system and accessories	Road
19	Bheri@Rimna		RLS for water level collection, data loggers, transmission system and accessories	Road
20	Kunathari-Agromet		Tipping bucket rain gauge, data logger, transmission system and accessories, AWS, Pulvio bucket etc	Road
21	Jamu	270	RLS for water level collection, data loggers, transmission system and accessories	Road
22	Pusna Camp -PS	401	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
23	Dailekh	402	Tipping bucket rain gauge, data logger, transmission system and accessories	Road
24	Lohare@ Tallo Dhungeshwor	241	RLS for water level collection, data loggers, transmission system and accessories	Road
25	Dilimadi-PS		Tipping bucket rain gauge, data logger, transmission system and accessories	walk
26	Karnali Asharaghat	240,2 06	RLS for water level collection, tipping bucket data loggers, transmission system and accessories	Road
27	Gela		Tipping bucket rain gauge, data logger, transmission system and accessories	walk
28	Nagma -Met	308	Tipping bucket rain gauge, data logger, transmission system and accessories, AWS, Pulvio bucket etc	Road
29	Tatopani		Tipping bucket rain gauge, data logger, transmission system and accessories	walk
30	Jumla Airport	303	Tipping bucket rain gauge, data logger, transmission system and accessories, AWS, Pulvio bucket etc	Road
31	Dillichour-PS		Tipping bucket rain gauge, data logger, transmission system and accessories	walk
32	Dhapa-PS		Tipping bucket rain gauge, data logger, transmission system and accessories	walk
33	Rara	307	Tipping bucket rain gauge, data logger, transmission system and accessories, AWS, Pulvio bucket etc	walk

**Note:** There may be slightly change in the above mentioned list if client needs maintenance works at other stations & will be changed based on mutual understanding.

#### **Methodology**

- Review the status of all the stations as listed above and identify the problems that are possible remotely.
- Prepare a priority plan based on review and report to DHM as inception report
- Visit the stations twice during contract period as per the comments on inception report submitted on priority basis & perform maintenance work.

#### **Scope of works**

The work consists of maintaining website and telemetry system as given below & maintain the real time data acquisition system in all telemetry station of all basins.

- a. Visit stations at least two times in a year.
- b. Check condition of sensors, data loggers, CDMA communication, Batteries, Solar panels etc.

- c. Repair equipments if necessary. If replacement of parts is required and that costs more than NRs. 200 (Rupees Two Hundred), DHM will reimburse the cost of those parts.
- d. Replace of parts if necessary. Consultant can request client to provide batteries of different capacities, solar panel, datalogger, sensors etc. before site visit. Client & client will provide parts within 5 days after request letter.
- e. The maintained stations data must be pushed into the DHM's website if there is communication network.
- f. Make stations functioning. In case the station is not functioning, recharge SIMs if necessary. Client will reimburse if evidence is submitted.
- g. Take photographs of the maintenance work of stations showing location.
- h. Prepare and submit reports showing photographs, stating identified problems & applied maintenance work for operation.
- i. Payment should be made on performance basis (Status of the stations, data availability etc)

Prepare and submit an inspection report before moving to the field, submit first and second status report, the draft as well as final report with photograph and condition of equipment's during each field visit.

### Manpower Required

The following technical experts and assistants are required for the completion of the work.

- Electronic Engineer: 3 No  
Academic qualification required: Bachelor Degree or above in Electronic engineering or equivalent  
Professional experience of minimum 5 years in installation, maintenance of hydro-meteorological telemetric stations.
- Asst.Electronic Engineer 3-No  
Academic qualification required: Intermediate or above in Electronic engineering or equivalent  
Professional experience of minimum 5 years in installation, maintenance of hydro-meteorological telemetric stations.
- Office Assistant : Completion of Higher Secondary level or above.

Along with the bio-data of the experts; the consultant should also submit the following declaration document from the experts:

- a) Nature of their involvement in this project (part time or full time)
- b) Letter of commitment of work for this project (duly signed)

### Schedule of Implementation

The time schedule for the completion of the report is as follows:

S.N.	Description	No. of Reports to be Submitted	Due date for submission after effective date of contract agreement
1.	Inception Report	2 Copies	15 days after the date of agreement
2	Interim Progress Report (a)First Status Report (b)Second Status Report	2 Copies 2 Copies	3- months after the date of agreement 6-month after the date of agreement
3	Draft Report	2 Copies	7- Months after the date of agreement
4	Final Report	3 Copies with CD	Before Ashad 20, 2075

Draft report should be presented to a panel of hydrologists, electronic engineers and other officers from DHM and other invited guests. Since work is field based, presentation must include condition of stations with photographs.

### Schedule of Payment

Schedule of Payment for this work will be as follows:

S.N.	Description	% of Contract Amount
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1.	Submission and approval of Inception Report	20 %
2.	Submission and approval of Interim Progress Report (First Status Report)	20%
3	Submission and approval of Interim Progress Report (Second Status Report)	20%
4	Submission and approval of Draft Report	20%
5	Submission and approval of Final Report	20%

**Output**

**Two copies of the Inception Report** should be prepared and submitted to DHM no later than 15 days after signing the contract agreement. The consultant shall present the report to DHM and other invited professionals for discussion. This report shall contain the finalized work program and a general approach and methodology that the Consultant proposes for repair and maintenance.

**Two copies of the Field (First status) Report** should be prepared and submitted to DHM no later than 90 days after signing the contract agreement. The consultant shall present the report to DHM and other invited professionals for discussion. This report shall contain the detail field work program conducted with all the details and methodology that the Consultant conducted during the field visit.

**Two copies of the Field (Second status) Report** should be prepared and submitted to DHM no later than 180 days after signing the contract agreement. The consultant shall present the report to DHM and other invited professionals for discussion. This report shall contain the detail field work program conducted with all the details and methodology that the Consultant conducted during the field visit.

**Two copies of the Draft Final Report** should be prepared and submitted to DHM no later than 180 days after signing the contract agreement. The consultant shall present the report to DHM and other invited professionals for discussion. This report shall contain the detail field work program conducted with all the details and methodology that the Consultant conducted during the field visit.

**Three copies of the Final Report** should be prepared and submitted to DHM no later than 20 Ashad 2075. The consultant shall present the report to DHM and other invited professionals for discussion. This report shall contain the detail field work program conducted during field visit with all the details and methodology that the Consultant conducted during the field visit

**The output must be reflected in terms of data acquisition from the system.**

## ***D. Evaluation of Consultant's EOI Application***

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

<b><i>Sr. No.</i></b>	<b><i>Eligibility Criteria</i></b>	<b><i>Requirement</i></b>	<b><i>Compliance</i></b>	<b><i>Remarks</i></b>
1.	Corporate Registration	Mandatory	Yes/ NO	Pass/Fail
2.	Tax Clearance / Tax Return Submission receipt for the last fiscal year (2073/74)	Mandatory	Yes/ NO	Pass/Fail
3.	Vat Registration	Mandatory	Yes/ NO	Pass/Fail
4.	Minimum Years of Standing	The applicant or the Lead partner of J/V applicant must have min. 5years of standing.	Yes/ NO	Pass/Fail

**II) EOI Ranking Criteria (Out of 100%)**

<b>Capacity of the firm (5 marks)</b>	<b>Experience of Consulting Firm (50 Marks)</b>	<b>Qualification and Competence of the Key Staff for the Assignment (45 marks)</b>
<p><b>Financial Capability of the firm (5 marks)</b></p> <ol style="list-style-type: none"> <li>1. Infrastructure , equipment related to proposed assignment - 2 marks</li> <li>2. Financial Capability of Firm -3 marks</li> </ol>	<p><b>Experience of Consulting Firm (50 Marks)</b></p> <ol style="list-style-type: none"> <li>1. <b>General Experience - 10</b> ( 1 Job completed per year with maximum 5 years, per assignment @2marks = 10)</li> <li>2. <b>Specific Experience (last 5 years) - 40</b> { 5 Specific job completed related to telemetry system(specially for hydrology &amp; meteorology) installation, maintenance &amp; its website handling @8 marks per assignment = 40} (Will be evaluated based on work Completion Certificates)</li> </ol>	<p><b>Related Technical Human Resource (45 marks)</b></p> <ol style="list-style-type: none"> <li>1. <b>Electronics Engineer -3 person @10marks = 30</b> Qualification: 30%, General Experience :20%, Specific Experience (Telemetry, hydrology, meteorology related) :50%</li> <li>2. <b>Asst. Electronics Er. -3 person @5 marks = 15</b> Qualification: 30%, General Experience: 20%, Specific Experience(Telemetry, hydrology, meteorology related) :50% (It will be evaluated based on C.V of proposed personnel)</li> </ol>

**NOTE: The consultant should score more than 60 on the overall ranking criteria as mentioned**



# 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)

Location:.....

Date: .....

To:

The Director General  
Department of Hydrology and Meteorology  
Nagpokhari-Naxal  
Kathmandu, Nepal

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 in EOI, the undersigned hereby apply to be short-listed by *DHM* as Consultant for *the Maintenance Contract For Real Time Data Acquisition System*.

1. *DHM* 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 verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.
2. *DHM* and its authorized representatives are authorized to contact any of the signatories to this letter for any further information.
3. All further communication concerning this Application should be addressed to the following person,  
*[Person & Designation]*  
*[Company]*  
*[Address]*  
*[Phone, Fax, Email]*
4. 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.
5. 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.

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 joint venture)

## 2. Applicant's Information Form

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

Information shall be provided in the following format. No field shall be left vacant.

### a)General

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.)*

### b)Joint Venture Information

In case of a joint venture, the same form shall be filled by each of the JV partners separately. The form shall be submitted in the time, date and venue as mentioned in the published notice.

Name of Firm	Address	Telephone	Email	Fax	JV Percent
Lead Firm					
Partner Firm					

Out of the above list, ..... will be the Prime Consultant.

*1. Maximum four (4) Firms can make Joint Venture.*

2. In case of JV, the minimum share percentage of lead firm must be 40 which must be mentioned in the JV agreement.. Also the lead firm should hold the power of attorney.

3. provide duly signed and stamped joint venture agreement and power of attorney of the signatories by each member in the JV.

**Attachment**

Yes/N
o

1. Joint Venture Agreement

2. Power of attorney of the signatory (ies) of the Applicants

**3. Experience**

**3. a) General Experience**

Overall experiences of the firm in relevant work during last ten years are as follows (Work completion certificates are attached.) (Each consultant or member of a JV must fill in this form)

Name of Assignment	Location	Client	Contract amount (excluding VAT)	Year of completion	Description of work carried out

**3.b) Specific Experience\***

Experiences of the firm in related field during last ten years are as follows. Work completion certificates are attached. (Each consultant or member of a JV must fill in this form)

Name of Assignment	Location	Client	Contract amount (excluding VAT)	Year of completion	Description of work carried out

\* The firm/s shall produce certified evidences of the client reference indicating satisfactory completion of the mentioned projects along with the cost of consulting services in NRs and date of completion of the assignment are required for the consideration of that project for evaluation. Sublet works or assignment as a sub consultant shall not be considered for evaluation.

## 4. Capacity

### 4.a) Financial Capacity

Annual turnover over the last five years are as follows. The auditor's report/tax clearance certificates are attached. (In case of JV of two or more firms to be filled separately for each firm)

Fiscal year	Turnover (Rs.)

### 4.b) Infrastructure/equipment related to assignment

No	Infrastructure/equipment Required	Requirements Description

## 5. Human Resources (Key Experts)

Human Resources in the company

(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						

## 6. Other Resources

Other relevant resources available with us are as follows. The office layout, invoice/bill of equipment/vehicle/software/computer is attached.

Resource	Unit	Total Available	Engaged by Works on Hand
Office area	m2		
Telephone lines	line		
Photocopy, Printers	set		

Computer, Laptops	set		
vehicles(Four wheel Drive)	no		

Authorized signature:

Seal:

Date: