

## Phase III: Required Services during Design & Drawings approval from Municipality & other concerned agencies

### Design & Drawings Approval

The Consultant shall provide required services to assist the PAHS to complete the approval of detail design & drawings from the Municipality and other related government agencies. The Consultant shall make necessary changes as required by the government agencies in order to get approval for the government authorities.

## Phase IV: Preparation of Bidding Documents and Assisting in the Procurement Process

### Bidding Documentation

The Consultant shall prepare Bidding Documents as per the Standard Bidding Documents prescribed by Public Procurement Monitoring Office (PPMO) including Technical Specifications, Drawings, and Bills of Quantities for all the infrastructures mentioned in Section 3. The Consultant will assist PAHS in carrying out the bidding process including the preparation of procurement plan, inviting bids, bid opening and evaluation. Upon receipt of bids, the Consultant shall assist the PAHS in the evaluation of the bids and preparing bid evaluation report in accordance with the PAHS procurement procedures and guidelines. After the Bidder(s) selection, the Consultant shall prepare and facilitate the contract agreement to be signed between the selected bidder and PAHS as per the specified agreed conditions.

Deliverable of this item of work include:-

- Bid invitation.
- Record of clarifications, pre-bid meetings.

## Phase V: Construction Supervision Phase

The Consultant will be required to provide expert support to Patan Academy of Health and sciences during construction.

The consultant shall be responsible for all supervision work of Hospital Building and other infrastructures including the followings but not limited to.

### a. Contract Administration

The consultant shall take responsibility of contract administration in accordance with the provisions of the contract between the PAHS and the construction contractor and ensure the quality of works executed by the Contractor as per the contract. The Consultant shall be responsible for construction supervision to

ensure timely completion of the contract, Quality assurance checks and tests, preparing and recommendation of variation order if required, providing working drawings and instructions to the contractor, checking and approving Contractor's shop drawings, laying out the buildings on site as per the Plan, measurement and billing of works executed by the Contractor, certification for payments for the works executed in conformity with the contract requirements.

**b. Supervision of Construction Works**

The Consultant should provide the necessary supervisory staff to be employed during the period of implementation in executive and supervisory capacities in respect of the construction contracts. The Consultant will be delegated with all normal duties and powers of the "Residential Engineer as a project manager" for the implementation of the project.

The Consultant will check, approve, reject and record, as the case may be, inter alia, the following:

- Contractor(s)' construction plant and equipment
- Construction Materials
- Concrete testing, procedures and results
- Construction of site works: concrete structures, steel structures, finishing, mechanical, water supply, sanitation & electrical works and other hospital utilities as required.
- Review and approve all methods proposed by the Contractor(s) for permanent and temporary works, formwork, etc. to ensure conformity with construction contracts and that the work can be carried out safely and in accordance with recognized and accepted practices.
- Re-design if any parts or element requires so.

**c. Issue of Instructions to the Contractor(s)**

These services will relate to the fulfillment of the contractor(s)' duties from drawing up and approval of the work program till the completion of works. The services will include issuing field instructions in writing as required relating to:

- Quality of materials used in the works and quality of construction work
- Equipment and methods of construction
- Supervision, checking and testing of works carried out.
- Clarification of drawings and specifications.
- Progress of works to ensure that the work program is adhered to.
- The Consultant shall not give any instructions which in his opinion are likely to increase the cost of works without the prior approval of the PAHS

**d. Advice to the PAHS on Progress of Works**

It is of utmost importance that the progress of the works is in accordance with the programmed implementation schedule since the timely implementation of the project necessitates the strict adherence to the approved timetable. The Consultant will keep advised the PAHS continuously as to work progress. If any deviation from the implementation schedule occurs, the Consultant will inform the PAHS about the necessary measures to be taken to avoid dalliance of the project.



### e. Inspection and Testing of Works

At all stages of implementation, the consultant shall carry out regular inspection of materials and workmanship and acceptance tests. The frequency of test shall be as per Norms and specification approved by PAHS to ensure compliance with the specifications. Where work on site at any time during the implementation does not meet the requirements of the specifications, it shall remove or rectified immediately.

Carry out inspection at time of substantial completion of the works and arrange for issue of the Initial Hand-Over Certificate in coordination with the PAHS. Undertake periodic inspections during the Defects Liability Period and notify the PAHS and Contractor of any defect on the construction works, and supervising their repair. Following the expiry of the Defects Liability period, arrange for issuing the Final Hand-Over Certificate in coordination with the PAHS.

### f. Approval of Payment Certificates

1. The consultant shall check, verify the measurements of works done by the Contractor and submitted through interim/ final payment certificates and certify payments due to the Contractor to the PAHS for approval and payments.
2. Certify all of the Contractor(s)' monthly statement and final statement within the time specified in the contract and forward to the PAHS for arranging payment.
3. The Consultant shall, during the course of works, keep accurate records of all dates and quantities of work carried out, all payments made to the Contractor(s), and all materials and equipment supplied to the site.
4. The consultant shall check and certify for approval the as built drawings submitted by contractor to the PAHS.

### g. Inspection of Defects and Preparation of Project Closure report

The consultant shall check, verify and issue order for correcting the defects that arises during the defect liability period in each three months from the date of issue of work acceptance letter.

Certify for final payment including release of retention money after defect liability period.

The consultant shall make a project closure report including work acceptance certificate, final contract bill along with the as built drawings submitted by the contractor.

#### ➤ Responsibility for survey and design

Submission of the final reports does not relieve the consultant from their responsibility to the design. They shall bear full responsibility for:

- Correctness of the design and all the calculations (except for the Standard Design, if used)
- Correctness of the drawings
- Correctness of any other details related to construction as per the Condition of Contract.

➤ **Acceptance of responsibility**

The Consultants may be asked to submit signed Statement of Acceptance of Responsibility as per PAHS requirement.

## 5. TENTATIVE STAFFING REQUIREMENTS

The consulting services shall be carried out by National Consultants. The firm shall have extensive experience in the planning, survey, investigations, design and documentation, procurement and construction supervision of modern office building with traditional look. A permanent team of core staff would be required, although in preparing the proposal the consulting firm may propose alternative arrangement which in their opinion, will provide required services of an equivalent or better quality.

S. No.	Title	No.	Minimum Qualification/ Experience/ Expertise
<b>A. Design Phase.</b>			
1	Project Director	1	PhD degree or Master degree in Management/Engineering with Minimum 15 years experiences in Project Management or relevant field etc.
2	Team Leader	1	PhD degree or Master's degree in Architecture or Civil Engineering with Minimum 15 years experiences in Detailed A/E design of Private /Government hospital building projects etc.
3	Senior Hospital Architect	1	Master's degree in Architecture with minimum 10 years experiences or Bachelor degree in Architecture with more than 15 years experiences in Detailed A/E design of Private /Government hospital building projects etc.
4	Architect	3	Bachelor degree in Architecture with minimum 5 years experiences in Detailed A/E design of Private /Government building projects etc.
5	Senior Structural Engineer	1	PhD degree or Master's degree in Structural Engineering with minimum 15 years experiences in Structural design of Private /Government hospital building projects etc.
6	Structure Engineer	2	Master's degree in Structural Engineering with minimum 5 years experiences or Bachelor degree in Civil Engineering with minimum 10 years experiences in structural design of Private /Government building projects etc.
7	Geo-Tech Engineer	1	Masters in Geotechnical Engineering with minimum 5 years experience in geotechnical design & analysis of Private /Government hospital building projects etc.
8	Environmental Engineer	1	PhD degree or Masters degree in Environmental Engineering with minimum 10 years experience in Environmental analysis of Private /Government building projects etc.



S. No.	Title	No.	Minimum Qualification/ Experience/ Expertise
9	Sociologist	1	Masters degree in Environmental Engineering with minimum 10 years experience in social analysis of Private /Government building projects etc.
10	Economist	1	PhD degree or Masters degree in economics with minimum 10 years experience in economical analysis of Private /Government building projects etc.
11	Water supply/ Sanitary Engineer	1	Master's degree in Water supply/ Sanitary Engineering with minimum 5 years experiences or Bachelor degree in Civil Engineering with minimum 10 years experiences in Detailed A/E design of hospital building projects with Detail Cost Estimates, BOQ and Specifications of Sanitary Works.
12	Electrical Engineer	1	Master's degree in Electrical Engineering with minimum 5 years experiences or Bachelor degree in Electrical Engineering with more than 10 years experiences in preparation of Electrical Design of hospital Buildings with preparation of Detail Cost Estimates, BOQ and Specifications of Electrical Works.
13	Civil Engineer	3	Master's degree in Civil Engineering with minimum 2 years experiences or Bachelor degree in Civil Engineering with minimum 10 years experiences in Detailed A/E design of hospital building projects with Detail Cost Estimates, BOQ and Specifications etc.
14	HVAC Engineer	1	Master's degree in Mechanical Engineering with minimum 5 -10 years of experience or Bachelor degree in Mechanical Engineering with more than 10 years experiences in relevant projects.
15	Computer Networking & Communication Specialist	1	Master's degree in Computer Engineering with minimum 3 years of experience or Bachelor degree in Computer Engineering with more than 5 years experiences in Detailed design of hospital building projects.
16	Surveyor	1	Bachelor degree in survey Engineering with more than 5 years experiences or senior survey training by survey department in Detailed surveying of hospital building projects.
17	Draft Person	4	Minimum Certificate/ Diploma in related Subject and have 3 years relevant work experience after Diploma.
18	Civil Sub- Engineer	3	Minimum Certificate/ Diploma in related Subject and have 3 year relevant work experience after Diploma.
19	Supporting staff	2	SLC passed
<b>B. Procurement Phase</b>			
1	Project Director	1	PhD degree or Master degree in Management/Engineering with Minimum 15 years experiences in Project Management or relevant field etc.
2	Team Leader	1	PhD degree or Master's degree in Architecture or Civil Engineering with Minimum 10 years experiences in Detailed A/E design of Private

S. No.	Title	No.	Minimum Qualification/ Experience/ Expertise
			/Government hospital building projects etc.
3	Procurement Specialist Engineer	1	Masters degree in Construction Engineering Management or Construction Management with minimum 10 years experience in related field.
4	Supporting Procurement Engineer	1	Masters degree in Construction Engineering Management or Construction Management with minimum 5 years experience in related field or or Bachelor degree in civil Engineering with more than 5 years experiences in relevant projects.
<b>C. Construction supervision Phase</b>			
1	Project Director	1	PhD degree or Master degree in Management/Engineering with Minimum 15 years experiences in Project Management or relevant field etc.
2	Team Leader	1	PhD degree or Master's degree in Architecture or Civil Engineering with Minimum 10 years experiences in Detailed A/E design and supervision of Private /Government hospital building projects etc.
3	Senior Hospital Architect	1	Master's degree in Architecture with minimum 10 years experiences or Bachelor degree in Architecture with more than 15 years experiences in Detailed A/E design and supervision of Private /Government hospital building projects etc.
4	Architect	1	Bachelor degree in Architecture with minimum 5 years experiences in Detailed A/E design and supervision of Private /Government building projects etc.
5	Structure Engineer	1	Master's degree in Structural Engineering with minimum 5 years experiences or Bachelor degree in Civil Engineering with minimum 10 years experiences in structural design of Private /Government building projects etc.
6	Geo-Tech Engineer	1	Masters in Geotechnical Engineering with minimum 5 years experience in geotechnical design & analysis of Private /Government hospital building projects etc.
7	Water supply/ Sanitary Engineer	1	Master's degree in Water supply/ Sanitary Engineering with minimum 5 years experiences or Bachelor degree in Civil Engineering with minimum 10 years experiences in Detailed A/E design of hospital building projects with Detail Cost Estimates, BOQ and Specifications of Sanitary Works.
8	Electrical Engineer	1	Master's degree in Electrical Engineering with minimum 5 years experiences or Bachelor degree in Electrical Engineering with more than 10 years experiences in preparation of Electrical Design of hospital Buildings with preparation of Detail Cost Estimates, BOQ and Specifications of Electrical Works.
9	Chief Resident Engineer	1	Master's degree in Construction Engineering Management and Bachelor degree in Civil



S. No.	Title	No.	Minimum Qualification/ Experience/ Expertise
			Engineering. Which minimum 5 years experiences in Supervision works after B.E. in civil engineer of government building or hospital building projects with project management in relevant field etc.
10	Resident / civil Engineer	2	Bachelor degree in Civil Engineering with minimum 5 years experiences in Supervision of government building or hospital building projects with project management etc.
11	HVAC Engineer	1	Master's degree in Mechanical Engineering with minimum 5 -10 years of experience or Bachelor degree in Mechanical Engineering with more than 10 years experiences in relevant projects.
12	Computer Networking & Communication Specialist	1	Master's degree in Computer Engineering with minimum 3 years of experience or Bachelor degree in Computer Engineering with more than 5 years experiences in Detailed design of hospital building projects.
13	Surveyor	1	Bachelor degree in survey Engineering with more than 5 years experiences or senior survey training by survey department in Detailed surveying of hospital building projects.
14	Civil Sub-Engineer	3	Minimum Certificate/ Diploma in related Subject and have 3 year relevant work experience after Diploma.
15	Computer operator	2	Minimum Certificate/ Diploma or 6 months training in related Subject and have 3 year relevant work experience.
16	Supporting staff	2	SLC passed

Note: Project Director included as a key staff only for evaluation purposes who shall not be compensated by the client.

## a. Role & Responsibilities (Key Personnel)

### Project Director

- To handle & co-ordinate the overall staff to run the project smoothly.
- Other relevant works related to the project

### Team Leader

- Ensure overall coordination and assist the entire team of consultants in performing their responsibilities and inputs to complete the design works on time
- Supervise consulting team members and monitor their performance to ensure quality of design works
- Carryout need analysis for the office building and prepare preliminary architectural design drawings
- Assist in preparation of detail architectural design & its working drawings
- Assist on preparation of bidding documents
- Monitoring of the Civil Engineering works
- Assist on preparation of BOQ and reports
- Assessment of technical needs based on client needs
- Other relevant works related to the project.

**Senior Hospital/ Architect**

- Preparation of Detailed Architectural design & working drawings
- Preparation of tender documents, reports
- Supervision of the building construction works
- Other relevant works related to the project

**Senior Structural/ Structural Engineer**

- Structural Analysis of the buildings using SAP/ETAB other appropriate software
- Preparation of Detailed Structural design & drawings
- Preparation of tender and working structural drawings.
- Supervision of the building construction & structural works
- Other relevant works related to the project

**Chief Resident / Resident civil Engineer/ Civil Engineer**

- To prepare Cost estimate, Bill of Quantities (BoQ), Specification of Physical Infrastructures.
- To provide methods for Efficient and effective utilization of resources (materials, manpower etc.)
- Planning and scheduling of construction activities and resource allocation.
- Other relevant works related to the project
- Supervision of relevant works related to the project

**Electrical Engineer**

- Preparation of Detailed Electrical design & drawings
- Preparation of tender and working drawings (Electrical)
- Supervision of Electric works
- Other relevant works related to the project

**Water supply and Sanitary Engineer**

- Planning & Designing of water supply and sanitation system in the building.
- Preparation of water supply and sanitation design & drawings with detailed estimate.
- Supervision of the water supply and sanitation system in the building works.
- Other relevant works related to the project

**Mechanical Engineer**

- Preparation of Mechanical design & drawings with detailed estimate.
- Planning and designing of lift system and other mechanical works.
- Supervision of all mechanical works
- Other relevant works related to the project

**Geo-tech Engineer**

- Geotechnical Analysis of surface and subsurface soil strata of building site.
- Stability analysis of foundation.
- Planning and designing of suitable type of foundation based on geotechnical analysis.
- Preparation of drawings & reports related to geotechnical works
- Supervision of all geotechnical works
- Other relevant works related to the project



### **Environmental Engineer**

- IEE Analysis of building site.
- Planning and designing for IEE analysis.
- Preparation of drawings & reports related works
- Supervision of all related works

### **Sociologist**

- Social Analysis of building site.
- Planning and designing for social analysis.
- Preparation of drawings & reports related works
- Supervision of all related works

### **Economist**

- Economical Analysis of building site.
- Planning and designing for IRR, B/C ratio, feasible and other parameters analysis.
- Preparation of drawings & reports related works
- Supervision of all related works

### **Procurement Specialist / Assist. Procurement Engineer**

- Preparation of procurement related documents required for the procurement of consulting services and works
- Assist in receiving bids/proposals and examining the same and in writing evaluation reports.
- Assistance in development of bidding document as prescribed by PPMO.
- Assistance in Tender Evaluation and contract negotiation.
- Other relevant works related to the project

### **Computer Network & Communication Specialist**

- Designing of data base & computer network system etc.
- IT System requirement analysis.
- Other relevant works related to the project
- Supervision of the related works

## **6. OUTPUTS / DELIVERABLES**

The consultant(s) shall prepare and submit all reports to PAHS as specified below.

- Seismological, Environmental & Soil Investigation Report
- Standard Bidding Document
- Detailed Cost Estimate Report, BoQ& Specification
- Procurement Documents
- As Built Drawings of existing structures
- Inception Report (IR)
- Preliminary Design Report (PDR)
- Reports to Municipality

- Draft Detailed Project Report (DDPR)
- Final Detailed Project Report (FDPR)
- Summary of FDPR in Nepali
- Monthly progress report
- IPC checked which is submitted by contractor
- Budget planning report as per MA. Le. Pa, form
- Yearly and quarterly pratibedan as per MA. Le. Pa, form
- Any other reports that deemed necessary as per contract & specified by PAHS from time to time

All reporting shall be in English and in the metric system, except as otherwise mentioned. The source of data/information shall be mentioned in the report. The reports shall be in A4 size and the drawings in A3 size or in any other appropriate size, as demanded by PAHS. The scales and sizes of the drawings shall be agreed upon between the consulting firm(s) and PAHS. All the submissions shall be accompanied by the electronic version of the complete report compiled in PDF format and drawings in Auto CAD.

## 7. SUBMISSION OF REPORTS AND PRESENTATION OF THE WORKS

The Consultant shall submit the following reports:

### **Inception Report**

The inception report should include the following information.

- The overall understanding of the project by the consultant/consulting firm;
- Methodology to be used in the construction process;
- Site inspection report and Future work plan;
- Any pertinent issues to be discussed, comments and recommendations.
- Any other information as deemed necessary

### **Master plan and Conceptual Designs Report**

The master plan and conceptual design report should be submitted in two copies including the map of present situation information, among others. The PAHS requires the Consulting firm to make a detailed presentation of the Report.

### **Preliminary Design Report**

The preliminary design report should be submitted in two copies including the following information, among others. The PAHS requires the Consulting firm to make a detailed presentation of the Design Report.

- Preliminary design concepts and short descriptions relating to the proposed structure and its major components, e.g. architectural, Structural, Water supply & Sanitation, Electrical, Mechanical, and others.
- It shall include location of proposed foundations and arrangement of the building components along with comparison between the possible alternative types.

### **Reports to Municipalities**

The Consulting firm is required to prepare and submit necessary design/documents/reports required for the Municipalities and other government agencies. These documents, design and reports should follow the National



Building Code and Municipality Norms, Rules and Regulation.

#### **Draft Detailed Project Report**

This report shall be in standard format, containing all the required components of the design and be presented in clear and easy to refer formats as per the general design guidance attached. The complete set of the report should consist of:

- (i) Volume I – Main Report
- (ii) Volume II – Drawings (architectural, structural, working, electrical, sanitary, 3D models & other detailed drawings)
- (iii) Volume III – Design calculations
- (iv) Volume IV – Cost estimate, BoQ and special provisions to standard specifications, if any (v) Appendices
- (v) Monthly progress in construction phase
- (vi) IPC checked which is claim from contractor.

This report shall be submitted in four copies. The Report shall also include the drawings, quantity, and cost estimate and progress report with IPC & final bill with any Standard Design that is used in the design and construction phase.

#### **Presentation of the Draft Report**

The Consultants shall present the design report in specified standard format and defend it to the PAHS to the submission of the final report. They shall review the issues raised during the presentation while finalizing the report and make necessary amendments/corrections if needed. The date and venue of the presentation shall be determined by mutual agreement between PAHS and the consultants. The cost of such presentation shall be borne by the consultants.

#### **Final Detailed Project Report**

Apart from the presentation, PAHS will verify the content of the report against the Terms of Reference and the checklist. PAHS may also discuss upon the technical content of the report and may suggest some changes if thought necessary. While preparing the Final Report the consultants shall consider the comments/suggestions and apply corrections or amendments if required. It does not, however, relieve the consultants of their responsibility over the technical content of the design. The final reports shall be submitted in four copies..

#### **Soft Copy (electronic copy) of the design**

Apart from the bound report the consultants shall submit soft copies (electronic copies) of the final report in CD-ROMs as specified in the checklist.

## **8. DEFECT LIABILITY**

#### **Responsibility for survey and design**

Submission of the final reports does not relieve the consultant from their responsibility to the design. They shall bear full responsibility for:

- Authenticity of all the field data including environmental, topographic and geological information
- Correctness of the design and all the calculations (except for the standard design, if used)
- Correctness of the drawings
- Correctness of any other details related to construction

**Assistance during construction phase**

Certain input for the Key personnel will be provided to the Consultant during construction. The Consultant shall assist Patan Academy of Health and sciences as necessary. If any changes in the design, due to faulty design, are required, the consultants should furnish it free of cost.

**Acceptance of responsibility**

The consultants could be asked to submit signed statement of acceptance of responsibility.

**9. OTHER TERMS AND CONDITION**

- The Consultant shall perform the services and carry out the obligation hereunder with all due diligence, efficiency and economy in accordance with generally accepted professional technique and practices.
- The Consultant should not take any benefits in the form of commission, discount etc.
- The Consultant should not disclose any proprietary or confidential information related to Client to others without prior written consent from the Client.

**10. OBLIGATION OF THE CLIENT**

- The Client warrants that the Consultant shall have free of charge, unimpeded access to the office room in respect of which access is required for the performance of the service.
- In consideration of the services performed by the Consultant under this agreement, the Client shall make to the Consultant such payments and in such manner as is provided hereunder.
- Both parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or the interpretation thereof. In case the dispute cannot be set amicably, the prevailing Contract act will be governing act in the court in Nepal.

**11. TIME SCHEDULE**

If not indicated otherwise in the contract documents the consultant shall complete the assigned works as per the following schedule:

**Phase I: Detailed Engineering Design**

- Inception Report within 1 (One) Month from the date of signing of the contract
- Preliminary Design Report within 3(Three) months from the date of signing of the Contract.
- Draft Report within 6 (Three) months from the date of signing of contract.
- Final Design Report within 9 (Four) months from the date of signing of contract.

**Phase II: Procurement Phase**



Bidding and Award of Contract for construction within 3 (Three) months after the completion of first Phase

### **Phase III: Construction Supervision**

Supervision of construction of Hospital Administration and OPD Block until completion of Defect Liability period (expected time 36 months). The construction work is estimated to be completed in 24 months from the date of issue of letter of commencement to the contractor and defect liability period will be 1 year from the date of issue of work acceptance certificate.

## **12. MODE OF PAYMENT SCHEDULE**

For the above mentioned services, the following basis payments will be done by Patan Academy of Health and Sciences (PAHS), Lagankhel, Lalitpur, Nepal upon the negotiated between client and Consultant.

### **A. Design Phase**

The consultant will be paid in four installments. The no of installments, time period, payment% and no of reports are as follows:

<b>No of Installment</b>	<b>Payment in % of total contract amount of Design Phase</b>
Inception Report (Preparation of Master plan and Conceptual Designs)	20%
Preliminary Design Report (Detailed Architectural and Engineering Design & Drawings)	30%
Draft Report (Approval by PAHS)	30%
Final Design Report submission	20%

### **B. Procurement Phase**

The consultant will be paid in two installments. The no of installments, time period, payment% and no of reports are as follows:

<b>No of Installment</b>	<b>Payment in % of total contract amount of procurement Phase</b>
Preparation of Bidding Documents	50%
Preparation of Agreement documents for construction and Completion of award of contract for contraction	50%

### C. Construction Supervision Phase

Payment will be done by Patan Academy of Health and Sciences (PAHS), Lagankhel, Lalitpur, Nepal made in the total contract amount in Construction Supervision Phase each payment of Bill to contractor on the percentage basis of work progress done by contractor.

If the Extension of Time for construction work is done due to Client's and/or Contractor's default, extra monthly remuneration to the full time staff (Resident Engineer-Civil and sub Engineer) shall be paid for the duration of extended time at the rate agreed during contract negotiation. The payment schedule of construction phase can be revised during contract negotiation.

**Note: Procurement Phase and Construction Supervision Phase consultancy fee will be payment only after the construction estimated budget allocation from government or funding Agency.**

## 13. AGREEMENT

The Consultant will be required to enter into an agreement with PAHS. The terms and condition of the agreement shall be given with Request for Proposal if the firm shortlisted.

## 14. Termination

- The Client shall have the right to terminate this Contract if he considers that continued implementation of the Contract is impossible or impractical.
- For unseen causes beyond the control of the Client.
- In the event of dissatisfaction of consulting firm's works and services If the consulting firm's fails to remedy a failure in the performance of their obligation and responsibility.
- The consulting firm's shall also have the right to terminate the Contract if the Client does not respect remuneration and mode of payments
- If the Contract should be terminated, the following shall apply.
  - The client shall complete all payments which may due up to the effective date of Contract termination.
  - The consulting firm's shall deliver all works and services up to the effective date of Contract termination.

## 15. INDEMNITY



The consultant shall be responsible for any damage of life, property that may arise out of his works and he shall take all necessary insurance provision to indemnify any claims for compensation that may arise through his negligence.

## **16. TAXATION**

The Consultant shall be fully responsible for all taxes including VAT applicable as per the rules and regulations of Government of Nepal and for that the taxes except VAT shall be deducted at the source at the time of payment. The consultant shall be responsible for clearance of VAT. All payments shall be made after deducting taxes.

## **17. DISPOSITION OF FACILITIES**

The consultant shall hand over to PAHS office all equipment, apparatus or other things procured by the project funding used by the firms as well as other experts during the assignment. All items handed over to the PAHS office shall be in good operating condition but fair wear and tear is expected. Items, which have become unserviceable due to negligence or causes other than fair usage, shall be replaced at the consultant's expense.

## **18. LAW GOVERNING CONTRACT**

This Contract its meaning and interpretation, and all relation between the parties shall be governed by the applicable Law.  
In witness whereof, the parties here to have caused this Contract to be signed in their respective names as of the day, month and year first above written.

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

1. Consultant's EOI application which meets the eligibility criteria will be ranked on the basis of the Ranking Criteria. A maximum of 6 consultants shall be short listed.

#### i) Eligibility Criteria:

S. No.	Criteria Title
1	Valid Corporate Registration
2	Tax Clearance or on the process of tax clearance at least up to fiscal year 2075/076
3	Valid VAT registration
4.	Audited report of last five years & minimum of 35.0 million NRS. Turnover in average in last 5 year best of 7 years.
5.	10 years standing of company registration

#### ii) Evaluation Criteria Technical Competence:

S No.	Description	Score
1	General experience of consultant	15.00
2	Specific Experienced 300 or above 300 bed hospital project	30.00
3	Experiences in similar geographic area	5.00
4.	Key staff with required qualification	35.00

**Total Score: 85.0**

#### iii) Management Competence:

S. No.	Description	Score
1	Financial capability	6.00
2	Availability of equipment and facilities	5.00
3	Availability of equipment and facilities 6.00 3 Commitment for Code of ethics	2.00
4	Commitment for adherence to anti corruption policy	2.00

**Total Score: 15.0**

**Minimum score to pass the EOI is: 70**



## E. EOI Forms & Formats

Form 1. Letter of Application

Form 2. Applicant's information

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

Form 4. Capacity

Form 5. Qualification of Key Experts