

Expression of Interest (Eoi)

for

**Consulting Service for the Consultancy Services
for
Detail Engineering Design of Material Recovery Facilities (MRF)
Centers in annex -I municipalities and Two Prototype Design for
KTM Valley Municipalities**

Contract ID No. SWMTSC/S/QCBS-073/74-III

Consulting Firm/Joint Venture

.....
.....
Lead Consultant (in case of JV)
.....

**Ministry of Federal Affairs and Local Development
Solid Waste Management Technical Support Centre (SWMTSC),
Lalitpur, Nepal**

Telephone: 977-1-5544404 , Fax: 977-1-5544405
e-mail: swmrmc1@gmail.com, Web site: www.swmtsc.gov.np

Cover Letter (this letter should be prepared on the applicant's letter head)

**The Executive Director
Solid Waste Management Technical Support Center (SWMTSC),
Shree Mahal, Pulchowk,
Lalitpur, Nepal**

Subject: Submission of Expression of Interest (EOI)

Dear Sir/Madam,

We, the undersigned, offer to provide consulting services for **Detail Engineering Design of Material Recovery Facilities (MRF) Centers in annex -I municipalities and Two Prototype Design for KTM Valley Municipalities, Contract ID No. SWMTSC/S/QCBS-073/74-III** in accordance with your advertisement for short-listing of firms and declare the followings:

We are duly registered. We confirm that there was no involvement by us in preparing the EOI. We have not been declared ineligible by Government of Nepal (GoN) and the World Bank.

- a. We are in business for the last Years
- b. Our Firm registration certificate, Permanent Account Number (PAN) and Value Added Tax (VAT) Registration Certificate(s) and Tax Clearance Certificate (F/Y 2072/2073) from the Inland Revenue Office are included.
- c. We have read the ToR and understood scope of services for the assignment.
- d. We authorize you and your authorized representatives to conduct any inquiries or investigations to verify the statements, documents, and information submitted in this EOI.
- e. We understand that you may cancel the short-listing process at any time and that you are not bound to accept any or all EOIs that you may receive without incurring any liability to the firms.

Signed by:.....

Print Name:.....

Position:.....

Duly authorized to sign the EOI for and on behalf of the Firm:.....

In case of JV:

Name of the Lead Partner:

Name of the JV Partner:

Date: - _

1) General Information of the consulting firm
(in case of the association or joint venture of two or more firms to be filled separately for each firm).

1.1 Corporate Information

- Name of Consulting Firm/Company/NGO
- Type of firm (Partnership/Pvt. Ltd./Public Ltd., etc.)
- Date of registration/incorporation
- Place of registration/incorporation
- Type of services provided
- Registered office (place, country)
- VAT/PAN registration (if applicable)
- Tax clearance certificate (up to F/Y 2072/073)
- Name of contact person and designation
- Telephone No., Fax No., Email address

1.2 Management Competence

1.2.1 Organization Chart of the firm

Provide the organizational structure of the firm

1.2.2 Quality of Directors

Provide the name, qualification and relevant experience of the lead firm's director or manager who will assume overall responsibility for the firm's association's or joint venture's team coordination, management and output.

S.N	Name	Qualification	Designation / Responsibility	Area of specialization	Years of experience	Remarks

4.3 Prior experience in preparing Operational Plan and/or ESMP documents within last ten years sustained by the certificate of completion issued by the Employer

List 5 most relevant consulting assignments with contract values.

S.N.	Name of Project and scope of work of Consulting Contract	Name of Client	Values of Work (NRs)	Date of Commencement	Date of Completion	Name and Email of contact person

5) Adherence to Code of Ethics

Provide the firms' commitment on Code of Ethics and their mechanism to monitor the adherence to these policies.

6) Adherence to Anti-Corruption

Provide the firms' commitment on Code of Ethics and their mechanism to monitor the adherence to these policies.

7) EOI Evaluation Criteria

The EoI application will be evaluated based on following criteria. EOI who obtain less than 60 marks will be disqualified and qualified EOIs shall shortlisted on the merit basis

- i) Core business /years in business - 10
- ii) Technical competency - 65
- iii) Financial capability - 20
- iv) Geographical experience - 5
- Total 100
- Minimum marks for shortlisting 60

Signed by:.....

Print Name:.....

Position:.....

Duly authorized to sign the EoI for and on behalf of the Firm:.....

In case of JV:

Name of the Lead Partner:

Name of the JV Partner:

Date: (mm/dd/yy)/...../.....