




Provincial Government  
**Ministry of Internal Affairs and Law**  
Gandaki Province, Pokhara, Nepal

## Request for Expression of Interest

(Date: 05 November 2018)

1. Provincial Government, Gandaki Province has allocated fund for which this Expression of Interest is invited for **National Consulting Service**.
2. The **Ministry of Internal Affairs and Law (MOIAL) of Gandaki Province** now invites Expression of Interest (EOI) from eligible consulting firms ("consultant") to provide the following consulting services: **Feasibility Study of Disaster Risk Area Identification and Scientific Mapping (HAZARD) in Gandaki Province**.
3. Interested eligible consultants may obtain further information and EOI document free of cost at **Ministry of Internal Affairs and Law, Gandaki Province, Pardi, Pokhara, Nepal** during office hours on or before **19 November 2018** or visit the client's website [www.moial.gandaki.gov.np](http://www.moial.gandaki.gov.np).
4. Consultants may associate with other consultants to enhance their qualifications. The Consultant should clearly specify the association or joint venture. In case of joint venture, the Consultant should specify the lead partner and there will not be more than three partners including lead partner.
5. Expressions of interest shall be delivered **manually to Ministry of Internal Affairs and Law, Gandaki Province, Pardi, Pokhara, Nepal** on or before **12.00 hours, 20 November 2018**.
6. In case the last date of obtaining and submission of the EOI documents happens to be a holiday, the next working day will be deemed as the due date but the time will be the same as stipulated.
7. EOI will be assessed based on **Qualification (45%), Experience (45%) and Capacity (10%)** of consulting firm and key personnel. Based on evaluation of EOI, only shortlisted firms will be invited to submit technical and financial proposal through a request for proposal. Minimum score to pass the EOI is 60.
8. The Consultant will be selected in accordance with QCBS method specified in the Public Procurement Act and Regulation.
9. MOIAL reserves the right to accept or reject any or all applications, or cancel the entire proceedings without giving any reasons, whatsoever.

  
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# **EXPRESSION OF INTEREST (EOI)**

**For**

**Feasibility Study of Disaster Risk Area  
Identification and Scientific Mapping (HAZARD) in  
Gandaki Province**

**Method of Consulting Service : *National***

**Project Name : Feasibility Study of Disaster Risk Area  
Identification and Scientific Mapping (HAZARD) in Gandaki  
Province**

**EOI: MOIAL-GANDAKI/CS/QCBS/01/075/076**

**Office Name : Ministry of Internal Affairs and Law, Gandaki  
Province**

**Office Address: Pokhara, Nepal**

**Funding Agency: Government Budget**





Provincial Government  
**Ministry of Internal Affairs and Law**  
Gandaki Province,  
Pokhara, Nepal



## **Expression of Interest (EOI)**

### **Title of Consulting Services**

**Feasibility Study of Disaster Risk Area  
Identification and Scientific Mapping (HAZARD)  
in Gandaki Province**

**Method of Consulting Service : *National***

**Project Name** : *Feasibility Study of Disaster Risk Area Identification  
and Scientific Mapping (HAZARD) in Gandaki Province*

**EOI:** *MOIAL-GANDAKI/CS/QCBS/01/075/076*

**Office Name** : *Ministry of Internal Affairs and Law, Gandaki Province*

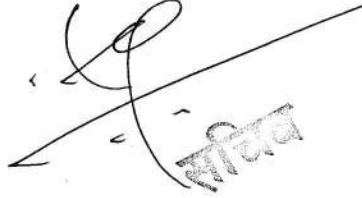
**Office Address:** *Pokhara, Nepal*

**Issued on:** *05-11-2018, 00:00*

## Abbreviations

CV	-	Curriculum Vitae
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
TOR	-	Terms of Reference
VAT	-	Value Added Tax



  
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## A. Request for Expression of Interest




Provincial Government  
**Ministry of Internal Affairs and Law**  
Gandaki Province, Pokhara, Nepal



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## B. Instructions for submission of Expression of Interest

### 1. General

- Ministry of Internal Affairs and Law, Gandaki Province invites Expressions of Interest (EOI) for the purpose of short listing the eligible domestic Consulting Firm(s) for the above mentioned job.
- **Eligibility** : This Expression of Interest is open to all eligible consulting firms.
- **Joint Venture** : Expression of Interest may be submitted by a sole firm or a joint venture of consulting firms and the maximum number of partners in JV shall be limited to three.
- **Time Period** : The assignment has been scheduled for a period of 5 months from the date of contract sign. Expected date of commencement of the assignment is **last of May 2019**.
- **Short listing** : Only the short listed Consulting Firm(s) shall be invited to submit the Request for Proposal (RFP) for the above mentioned job at a later stage.
- A Consultant will be selected in accordance with the Quality Cost Based selection (QCBS) method.
- **Amendment to EOI document** : MOIAL at its discretion may amend the EOI document prior to the date of submission whether on its initiative or in response to a clarification requested by an applicant. Such amendments must be addressed in the EOI documents submitted by the applicant.
- **Dispute resolution** : Any other matter will be settled as per Public Procurement Act 2063 and Public Procurement Rules 2064 of Government of Nepal.
- **Contact person** : Interested consultancy firms may obtain further information or clarification from the MOIAL Office of Gandaki Province during office hours.

**Name of Contact Person:** Mr. Basanta Raj Koirala

**Designation** : Account Officer

**Tel** : 061-467711

**Email** : info@moial.gandaki.gov.np

### 2. Preparation of EOI

- **Availability of EOI document** : The Standard EOI forms will be available to eligible consultancy service firms in the MOIAL of Gandaki Province during office hours till the 15<sup>th</sup> day of the first publication of the notice. It can also be downloaded free from the website: [www.moial.gandaki.gov.np](http://www.moial.gandaki.gov.np)
- **Information** : Interested consultants must provide information indicating that they are qualified to perform the services (*descriptions, organization and employee and of the firm or company, description of assignments of similar nature completed in the last 7 years and their location, experience in similar conditions, general qualifications and the key personnel to be involved in the proposed assignment*).
- **Expression of Interest** should contain following information:
  - (i) A covering letter addressed to the representative of the client on the official letter

head of company duly signed by authorized signatory.

(ii) Applicants shall provide the following information in the respective formats given in the EOI document:

- EOI Form: Letter of Application (Form 1)
- EOI Form: Applicant's Information (Form 2)
- EOI Form: Experience Details (Form 3(A), 3(B), 3(C) & 3(D))
- EOI Form: Capacity Details (Form 4)
- EOI Form: Key Experts List (form 5).

- **Company document** : EOI document must be accompanied by notarized copies of Firm Registration certificate, VAT Registration certificate, Tax clearance certificate, Power of attorney of signatory and JV agreement (if any).
- **Additional Information** : Applicants may submit additional information with their application but sort listing will be based on the evaluation of information requested and included in the formats provided in the EOI document.
- **All information provided by the consultant must reflect accurately the capability of firm.** The EOI document shall have no interlineations or overwriting, except as necessary to correct errors made by the consulting firm itself. Any such correction must be initiated by the person authorized to sign the application and stamped with the firm's seal.

### 3. Submission of EOI Document

- The Expression of Interest (EOI) document must be duly completed and submitted in sealed envelope and should be clearly marked as "EOI Application for Short-listing for the **Feasibility Study of Disaster Risk Area Identification and Scientific Mapping (HAZARD) in Gandaki Province**. The Envelope should also clearly indicate the **name and address of the Applicant**.
- Address for submission : The envelope should be addressed to;  
The Secretary  
Ministry of Internal Affairs and Law  
Provincial Government, Gandaki Province,  
Pokhara, Nepal

### 4. Deadline for Submission and Opening of the EOI Document

- **Submission time and date** : The completed EOI document must be submitted on or before 12.00 hours of 16<sup>th</sup> day from the date of publication of the notice. In case the submission falls on public holiday the submission can be made on the next working day. Any EOI Document received after the closing time for submission of proposals shall not be considered for evaluation.
- **Opening time and date** : All EOI documents received till the time and date of submission will be opened at 14.00 hours of same day. All EOI documents will be opened in presence of duly authorized representatives of any or all applicants' who-so-ever wishes to be present. Absence of representatives of any or all applicants shall not obstruct or prevent the EOI opening in any way.



## 5. Evaluation of EOI

- **Criteria of evaluation** : Evaluation of received EOI documents shall be carried out based on criteria given in the Evaluation Criteria.
- **Selection** : The consulting firm will be selected under the Quality and Cost Based Selection (QCBS). The MOIAL of Gandaki Province reserves the rights to shortlist or not to shortlist any or all of the Firm(s) without assigning any reasons whatsoever.
- **Clarification** : MOIAL may request the applicant for necessary clarification. The applicant shall furnish the requested information expeditiously by post/fax/courier service of communication. Any applicant who fails to provide such clarification within stipulated time may be declared unresponsive and MOIAL reserves right to reject proposal of such applicant.

## 6. Rejection of Document

- **Right to reject** : MOIAL reserves the right to reject any EOI proposal without giving any reason whatsoever and is not liable for any loss financial or otherwise to applicants due to such rejection.
- **Wrong Information** : Submission of false or wrong information, document or evidence by any firm or joint venture may result in rejection of the EOI document. In addition, in such cases legal action may be taken as per prevailing rules and regulations.

## 7. Notice of Selection

- **List of short-listed applicants** : Maximum of 6 applicants securing more than 60% marks will be shortlisted. Such list will be published. Applicants listed in the short-listing will be considered as qualified and will be invited to participate in the submission of Request for Proposal (RFP) process.

A handwritten signature in black ink is written over a circular stamp. The stamp contains some illegible text, possibly a date or official designation.

## C. BRIEF TERMS OF REFERENCE

### 1. Background

Nepal boasts seven of the world's eight highest peaks, including Mount Everest. Total 80% of the land area of 147,181 km<sup>2</sup> is made up of mountains and hills. It is a landlocked country with its nearest point to the sea being 960 km away. It has a unique altitudinal variation from 60 m at Jhapa in the south to 8,848 m at Mt. Everest, quite a big variation in such a small country. The Terai plain, a low and flat land (100-300m), stretches along the southern part of the country next to the Indian Border.

Nepal is exposed to most disaster types including earthquakes, floods, landslides, droughts, storms, avalanches, hailstorms, fires, lightning, road accident, epidemics and ecological hazards. A wide range of physiological, geological, ecological, meteorological and demographic factors contribute to the vulnerability of the country to disasters. Major factors contributing to disasters are rapid population growth, slow economic development, a high degree of environmental degradation, fragility of the land mass and high elevation of the mounting slopes.

Nepal is among the 20 most disaster prone countries in the world. It is also located in a seismically active zone with a high probability for massive earthquake. Globally, Nepal ranks 4th and 11th in terms of its relative vulnerability of climate change and earthquakes, respectively (DPNet 2017). Despite the number of disaster events occurred in the country the summer monsoon brings the chaos to the people in every year. Particularly those who are in the mountains and hills always live under the threats of landslide and the people living at the downhill and plain areas with the floods. Both of these events are interconnected and also directly associated with the downpour. The uncertainty of the intensity of monsoon precipitation in the Himalayas has been reported (NRC 2012). The uncertainty over the monsoon precipitation it has been experiencing the changes over regular timing, amount and intensity of the precipitation. The cloudburst events in different locations with varied intensity have been experienced. Such events caused the sporadic occurrences of landslide events in the mountainous terrain.

The central Nepal Himalayas, the southern slope of Annapuran Himalayan Range is one of the highest precipitation regions in Nepal. The meteorological stations at the Pokhara valley and its peripheries are recorded highest summer monsoon rainfall (records of hydrology and meteorology, Government of Nepal records since 1971). Since the highest summer monsoon records the area around the Pokhara valley gets highest threats of the landslides, too. According to the Nepal country report prepared by the UN-ISDR for Global Assessment of Risk (2009) it has been shown the death caused by the landslide in the country between 1971 to 2007, the highest figures are in the Pokhara valley and its adjoining districts such as Manang, Kaski, Myagdi and Tanahun (UN-ISDR 2009). The empirical records show the landslide events are mainly associated with the heavy precipitation and it is also the climate-induced event. Despite that there are several other spatial factors like terrain morphology, geological structures, biophysical and anthropogenic activities exert the impacts and intensity of landslides with various scale. Based on these conceptual grounds the application of GIScience to delineate the susceptible areas of the Province landscape through assessing hazard, vulnerability and risk associated with various types and nature from the perspective of Disaster Risk Reduction and Management (DRR and

M) as visualized by the government of Nepal might be a milestone in the future infrastructure development plan as well as to save human lives and properties with better disaster preparedness activities. From these understanding, the provincial government of Gandaki province has been pursuing a consultative team with scientific and technical expertise to undertake the GIScience application based research to assess the landscape of the province with the intensity of the possible hazard, vulnerability and risk.

The landscape of the Gandaki province is extending from nearly 86m mean sea level (msl) at the Bhaisalotan Dam at Nawalparasi east district near Narayan River bank to the Dhaulagiri 8167m, Manaslu 8163, and Annapurna I 8091m peaks are in the great Himalayas in a short areal distance of 150 kilometers. The province covers about 15 % of the total area of the country. The Manange, Mustang districts are located at the Inner Himalayan valley. The upper part of Gorkha, Lamjung, Kaski, Mygdi and Baglung districts are along the high Himalayan Massif. Lower part of these districts including Tanahun, Syangja, Parbat are at the middle part. The Nawalparasi East is at the Siwalik and Inner Tarai with small stretch of Banayeee Triveni Rural Municipality at the outer Tarai which is only the border connected with the Indian. Therefore, the Province has high heterogeneity in its landscape. Gandaki River system is the only network. The Province has 5,98,180 households with 25,02,355 number of total population according to 2011 census. Despite few urban concentrations like, Pokhara, Damauli, Kusma Bazar, Baglung Bazar, Beni Bazar, Putali Bazar and Waling Bazar the households are widely distributed even up to the inaccessible mountain terrain. The Province landscape is highly susceptible for different types of hazards, vulnerability and risk including geological, climatic and human induced. Therefore, assessment of the landscape within the hazard and vulnerability perspective is highly needed for the future development. Hence, the extension of the Province landscape within very High Mountain to deep river valleys and Tarai plain comprise heterogeneity of its database, therefore, manual collection of data, integration and analysis by using conventional method may not be feasible. Due to this reason the Satellite Based digital data of different time period as well as digital database preparation and analysis using GIScience technology with manual verification and field observation by the expertise team are recommended for the accomplishment of activities. The expected firms should have the technical and academic competences on gathering, handling satellite and GIScience technologies with immense field knowledge and familiarities along the hazard mapping capabilities.

Provincial government of Gandaki Province, Ministry of Internal Affairs and Law (MOIAL), Pokhara, intends to procure consultancy services for "**Feasibility Study of Disaster Risk Area Identification and Scientific Mapping (HAZARD) in Gandaki Province**" with an aim to preparedness and risk reduction activities in field of disaster management for province government. It has become necessary for responsible disaster management stakeholders in the province to take initiatives in building disaster resilient communities by mainstreaming disaster risk reduction (DRR) issues into development plans.

## 2. Objectives

The main objective of this consultancy service is to carry out the **Feasibility Study of Disaster Risk Area Identification and Scientific Mapping (HAZARD) in Gandaki Province**. The overall objective of the study is to develop possible hazard, and risk

profile, with maps, a strategic framework and action plans for the integration of disaster risk management into both rural and urban planning and development, in Gandaki province, Nepal. This objective can be achieved through an in-depth analysis in relation to flood and landslide hazards prevailing and anticipated and their associated risks and socio-economic vulnerability.

**3. Study area**

Whole Gandaki province is study area.

**4. Scope of work**

The task should be covered the following points of investigation, but not limited to, once the expertise team realizes to extend their scope further within the above thematic background.

- Identification of hazard and vulnerability typology of the Provinces with their severity
- Scrutiny the province landscape by considering the degree of susceptibility of different hazard and vulnerability types
- Zoning landscapes of the province with intensity of susceptible categories
- Accomplish the hazard mapping based on the susceptibility categories with management perspective
- Suggestion to be made based on scrutiny of landscape, susceptibility categories and zoning based on hazard mapping for the DDRM

**5. Methodology**

The expert team should have to develop detail methodology for the accomplishment of the assignment. However, the fundamental requirements here have been made to apply satellite remote sensing data of appropriate resolutions. Digital Elevation Model (DEM) and climatic variables are also prerequisite to model/map the disaster risk area. The geographical locations of the hazards should be collected from the field. A suitable machine learning algorithm should be used for scientific mapping. Settlement distribution, infrastructure, built-up area and amenities of latest dates along with current hazard, vulnerability and risk information required to be included with clear operational and integration schema. It should be clearly pointed out the information triangulation and validation mechanism.

**6. Time Schedule**

The study shall be effective from the date of signing of contract and shall be completed within 6 months after signing the contract.

**7. Team Composition**

The following technical experts are envisaged through consulting firm for the completion of the study.

S.No.	Key Experts	Qualification	Experiences	Remarks
1	Team Leader	At least Master's Degree in Science/Engineering/ Geography	At least 7 yrs relevant work Experience.	PhD in related subjects is preferable

S.No.	Key Experts	Qualification	Experiences	Remarks
2	GIS Expert	At least Master's Degree in relevant subject.	At least 5 yrs relevant work Experience.	
3	Remote Sensing Expert	At least Master's Degree in relevant subject.	At least 5 yrs relevant work Experience.	
4	Hydrologist	At least Master's Degree in Hydrology	At least 5 yrs relevant work Experience.	
5	Geologist	At least Master's Degree in Geology or Geo-Technical Engineering	At least 5 yrs relevant work Experience.	
6	Water Resource Engineer	At least M. Sc. In Water Resource Engineering	At least 5 yrs relevant work Experience.	
7	Civil Engineer	At least Bachelor in Civil Engineering.	At least 5 yrs relevant work Experience.	


*[Handwritten signature]*

## D. Evaluation of Consultant's EOI Application

Consultant's EOI application which meets the eligibility criteria will be ranked on the basis of the Ranking Criteria.

<b>i) Eligibility &amp; Completeness Test</b>	<b>Compliance</b>
Copy of Registration of the company/firm	
VAT/PAN Registration	
Tax Clearance/Tax Return Submission/Letter of Time Extension for Tax Return Submission	
EOI Form 1: Letter of Application	
EOI Form 2: Applicant's Information Form	
EOI Form 3: Experience (3(A),3(B), 3(C) & 3(D))	
EOI Form 4: Capacity	
EOI Form 5: Qualification of Key Experts	

<b>ii) EOI Evaluation Criteria</b>	<b>Minimum Requirement</b>	<b>Score (100%)</b>
<b>A. Qualification</b>		
<i>Qualification and Experience of Key Experts</i>		<b>(45%)</b>
Team Leader	<i>As per ToR</i>	10
GIS Expert	<i>As per ToR</i>	6
Remote Sensing Expert	<i>As per ToR</i>	6
Hydrologist	<i>As per ToR</i>	6
Geologist	<i>As per ToR</i>	6
Water Resource Engineer	<i>As per ToR</i>	6
Civil Engineer	<i>As per ToR</i>	5
<b>B. Experience</b>		<b>(45%)</b>
<i>General of consulting firm</i>	<i>Should have at least 5 years of experience in similar field studies.</i>	20
<i>Specific experience of consulting firm within last 7 years.</i>	<i>Feasibility Study of Disaster</i>	20
<i>Similar Geographical experience of consulting firm</i>		5
<b>C. Capacity</b>		<b>(10%)</b>
<i>Financial Capacity</i>	<i>Average annual turnover of last three years.</i>	10

## 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. Key Experts (*Include details of Key Experts only*)

*[CVs of Key Experts to be involved in the proposed service]*

A handwritten signature in black ink, consisting of a stylized 'S' followed by a horizontal line and a diagonal stroke.

## 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)

Date: .....

To,  
Ministry of Internal Affairs and Law (MOIAL)  
Gandaki Province, Pokhara, Nepal  
Pokhara, Nepal  
Tel : 061-467711  
Email : info@moial.gandaki.gov.np

**Subject:** Submission of Letter of Intent for "*Feasibility Study of Disaster Risk Area Identification and Scientific Mapping (HAZARD) in Gandaki Province*".

Sir/Madam,

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, we, the undersigned hereby apply to be short-listed by **MOIAL of Gandaki Province** as Consultant for "*Feasibility Study of Disaster Risk Area Identification and Scientific Mapping (HAZARD) in Gandaki Province*".

Attached to this letter are Verified photocopies of original documents defining:

- a) the Applicant's legal status;
- b) the principal place of business;

**MOIAL of Gandaki Province** 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 such information deemed necessary and requested by yourself to verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.

**MOIAL of Gandaki Province** and its authorized representatives are authorized to contact any of the signatories to this letter for any further information.

All further communication concerning this Application should be addressed to the following person,

[Person]

[Company]

[Address]

[Phone, Fax, Email]



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.

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 :**

**Designation :**

**For and on behalf of (name of Applicant or partner of a joint venture):**

A handwritten signature in black ink is written over a circular stamp. The signature is stylized and appears to be a name. The stamp is partially obscured by the signature.

## 2. Applicant's Information Form

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

1. Name of Firm/Company:
2. Address of the Company :
3. Type of Company : Pvt. Ltd/Public Ltd
4. Company Registration
  - Date of Registration :
  - Registration No. :
  - Commencement of Business (Please specify):
  - Country of Registration :
  - Registered Office/Place of Business :
5. VAT Registration
  - Date of Registration :
  - VAT Registration No. :
6. Name of Authorized Person :
  - Name of the Contact Person :
  - Designation:
  - Address:
  - Office Telephone No.:
  - Fax No. :
  - E-Mail Address :
  - Mobile No. :

(Provide Company Profile with description of the background and organization of the Consultant and, if applicable, for each joint venture partner for this assignment.)

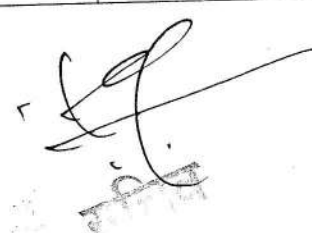
  


### 3. Experience

#### 3(A). General Work Experience

(Details of assignments undertaken. Each consultant or member of a JV must fill in this form.)

S. N.	Name of assignment	Location	Value of Contract	Year Completed	Client	Description of work carried out
1.						
2.						
3.						
4.						
5.						
6.						
7.						



**3(B). Specific Experience**

**Details of similar assignments undertaken in the previous seven years**  
*(In case of joint venture of two or more firms to be filled separately for each constituent member)*

Assignment name:	Approx. value of the contract :
Country: Location within country:	Duration of assignment (months):
Name of Client:	Total No. of person-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract:
Start date (month/year): Completion date (month/year):	No. of professional person-months provided by the joint venture partners or the Sub-Consultants:
Name of joint venture partner or sub-Consultants, if any:	Narrative description of Project:
Description of actual services provided in the assignment:  <b>Note: Provide highlight on similar services provided by the consultant as required by the EOI assignment.</b>	

Firm's Name: \_\_\_\_\_



**3(C). Geographic Experience**

**Experience of working in similar geographic region or country**

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


No	Name of the Project	Location (Country/ Region)	Execution Year and Duration
1.			
2.			
3.			
4.			
5.			
6.			
7.			

## 3(D). Unfinished Works

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

Uncompleted Works over the past five year are as follows.

S. N.	Year of Agreement	Due Date of Completion	Project Name	Client	Contract Amount (excluding VAT)	Reasons of Incompletion
1						
2						
3						
4						
5						

  
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**4. Financial Capacity (Annual Turnover)**

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

Annual Turnover for the last five years are as follows:

S.No.	Fiscal Year	Total Turnover (NRs.)	Average Annual Turnover (NRs.)
1			
2			
3			
4			
5			

*[Handwritten Signature]*  
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## 5. Key Experts (Human Resource)

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

The resource persons and supporting staffs working with Consulting Firm for the execution of **Feasibility Study of Disaster Risk Area Identification and Scientific Mapping (HAZARD) in Gandaki Province** are as follows:

S.N.	Name	Position	Highest Qualification	Work Experience (in year)	Specific Work Experience (in year)
1		Team Leader			
2		GIS Expert			
3		Remote Sensing Expert			
4		Hydrologist			
5		Geologist			
6		Water Resource Engineer			
7		Civil Engineer			

1. Provide CV of key experts. CVs must be signed. Contact numbers should be given.
2. Same professional must not be proposed for another designation too.

  
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## Curriculum Vitae



Proposed Position :  
Name of Consultant :  
Name of Staff :  
Nationality :  
Profession :  
Date of Birth :  
Years with Consultant/Entity :  
Membership in Professional Societies:  
Detailed Tasks Assigned :

### Key Qualification :

*(Give an outline of experience and training most pertinent to tasks on assignment. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations. Use about half a page)*

### Education :

*(Summarize college/university and other specialized education, giving names of schools, dates attended, and degrees obtained. Use about quarter of a page)*

### Other Training :

### Employment Record :

*(Starting with position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organizations, titles of positions held, and locations of assignment. For experience in last ten years, also give types of activities performed and client references, where appropriate. Use about two pages)*

### Language :

*(For each language indicate proficiency: excellent, good, fair, or poor in speaking, reading and writing)*

### Certification :

I, the undersigned, certify that to the best of my knowledge and belief, this date correctly describes me, my qualifications, and my experience.

\_\_\_\_\_  
(Signature of Staff member and authorized representative of the consultant)

Date : \_\_\_\_\_  
Day/Month/Year