



## ***Eligible Applicants***

1. In order to be eligible, the consulting firms should be registered in Nepal under GoN rules & regulations and should submit valid Registration Certificate, VAT Registration Certificate, Income Tax Clearance/Submission Certificate for FY 079/080. These eligibility certificates shall be self-certified.
2. In addition, the Applicant (consulting firms) should submit Self Declaration as per clause 40 – 2 (e) of Public Procurement Rule, 2064 mentioning their eligibility, non-conflict of interest, non-receipt of any punishment while doing consulting business and litigation history (if any).
3. In case of a Joint Venture, each member of the JV shall submit the above eligibility documents.
4. In case of a Joint Venture, the consulting firms shall submit Joint Venture Agreement between the JV partners duly signed by authorized signatories & stamped with company seal of each member of JV & clearly mentioning name of the lead firm, name of JV partners, role and responsibility of each JV partner, share percentage of each member, and names and signatures of the authorized signatories. A power of attorney of authorized signatories in the JV from their respective firms with signature and seal of each member in the JV is also required.
5. Firms are not allowed to enter into more than one joint venture for the job. The total number of consulting firms including the lead firm should not exceed a maximum of three in a joint venture.
6. The minimum share percentage of the lead firm should be at least 40% and that of each of the other JV partners should be at least 20%.
7. If the consulting firm or any member of the joint venture fails to submit the above documents or does not meet any of the above mentioned eligibility criteria, the consulting firm will be considered as non-eligible and will NOT be considered for further evaluation.

### **1.1 GENERAL INSTRUCTION TO CONSULTANTS**

#### ***1.1.1 Clarification on EOI Documents***

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

Contact person  
Mr. Niraj Pokhrel  
IT Officer  
Inaruwa Municipality, Sunsari



### **1.1.2 Amendment to EOI Documents**

1. At any time prior to the deadline for the submission of the EOI document, Municipality may amend the EOI clauses, for any reason, whether on its own initiative or in response to a clarification requested by an Applicant.

### **1.1.3 Cost of Preparation of EOI and Liability**

Applicant shall bear all costs associated with the preparation and submission of the EOI document. Municipality will, in no case, be responsible or liable for these costs, or have any other liability to any Applicant, regardless of the conduct or outcome of the EOI process. Municipality shall have no obligation to any Applicant to reimburse any costs incurred in preparing a response to this EOI.

### **1.1.4 Confidentiality of the Document**

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

### **1.1.5 Joint Liability for Joint Venture Firms**

By submitting an EOI in joint venture, the Applicant represents that, if qualified and if awarded the contract after the RFP process, the Applicant with its constituent members shall be jointly responsible to perform the obligations of such contract.

## **1.2 SUBMISSION OF EXPRESSION OF INTEREST (EOI)**

### **1.2.1 Sealing and Marking**

1. The applicant will submit the EOI document through egp system [www.bolpatra.gov.np/egp](http://www.bolpatra.gov.np/egp).

### **1.2.2 Deadline for Submission**

1. The completed EOI document must be submitted at the address specified in section 1.3.1 before 12:00 hr Nepal Standard Time (NST) *within 16<sup>th</sup> day from the date of first publication of this notice.*
2. The completed EOI documents submit after the deadline set forth in section 1.3.2 (1) shall be considered late and shall be summarily rejected.
3. If the deadline specified herein falls on a government holiday, the deadline shall be extended automatically to the next working day at the same hour.

### **1.2.3 Withdrawal of EOI document**

An Applicant shall withdraw/modify document as per PPA, 2063 and PPR, 2064.



### **1.3 PUBLIC OPENING OF SUBMITTED EOI DOCUMENT**

The completed EOI documents received by the due date and within the time specified in clause 1.3.2 (1) will be opened at 14.00 hrs NST on the last date of submission of EOI document in the presence of the applicants or their authorized representatives who so ever wish to attend. Absence of the applicants or their authorized representative(s), however, shall not obstruct or prevent the opening of the EOI in any way. Applicants' each designated representative must bring a letter from the applicant stating that he/she is authorized to represent the applicant for the public opening of the EOI document. Applicants or their authorized representatives who are present at the time of opening shall sign in a register evidencing their presence.

During the opening, an authorized representative of Municipality will read out the names of the applicants who have submitted the completed EOI.

### **1.4 PREPARATION OF THE EOI DOCUMENT**

Detailed procedure for preparation of EOI documents is given in section – 2.

### **1.5 EVALUATION PROCESS**

Municipality will carry out evaluation of the submitted EOI documents based on the eligibility and evaluation criteria approved by Municipality and listed in this document. Anything not mentioned in this document regarding the EOI process shall be governed by the prevailing Public Procurement Act 2063, Rule 2064 of Nepal.

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



## Screening of EOI Application of all firms for eligibility

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

### A. Eligibility Requirement

S.No.	Eligibility Criteria
1	Copy of Valid Registration Certificate
2	Copy of Tax Clearance Certificate of fiscal year 2079/080
3	Copy of Valid VAT Registration Certificate
4	Self-Declaration as per clause 40 – 2 (e) of Public Procurement Rule, 2064 mentioning their eligibility, non-conflict of interest, non-receipt of any punishment while doing consulting business and litigation history (if any)

### Note:

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

i	Joint Venture Agreement of consulting firms duly signed by authorized signatories & stamped with company seal of each member of joint venture & clearly mentioning name of the lead firm, name of JV partners, role and responsibility of each member, share percentage of each member, name of the authorized signatories. The original signature of authorized representatives & stamp of companies should be in each page of JV agreement. The digital signature or digital stamp shall not be accepted. (In any case, the firms are not allowed to enter into more than one joint venture for same job).
ii	Power of attorney of authorized signatories of JV agreement from their respective firm with signature & stamp for each member of JV. Such Power of attorney of authorized signatories of JV agreement shall have been issued by executive head of organization such as Managing Director, CEO or Chairperson, etc. The digital signature or digital stamp shall not be accepted.
iii	The minimum share percentage of the lead firm should be at least 40% and that of other JV partners should be at least 20%.
iv	Power of attorney to lead firm by JV partners

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



## **EVALUATION OF EOI DOCUMENT OF ELIGIBLE FIRMS**

### **A. ELIGIBILITY AND QUALIFYING CRITERIA**

<b>S.N.</b>	<b>Eligibility Criteria</b>	<b>Requirement</b>	<b>Compliance</b>	<b>Remarks</b>
1	Company Registration	Mandatory	Yes/No	Pass/ Fail
2	VAT Registration	Mandatory	Yes/No	Pass/ Fail
3	Tax clearance for F/Y 2079/80	Mandatory	Yes/No	Pass/ Fail
4	JV agreement in Case of JV	Mandatory	Yes/No	Pass/ Fail

### **B. DETAILS OF EVALUATION CRITERIA**

<b>Description of Criteria</b>	<b>Marks out of 100</b>
1. No. and Qualifications of Manpower	30
2. Experience of firms	50
3. Office Set-up and Logistics	20
	<b>100</b>

#### **1. Qualification of Manpower (Maximum Marks-30)**

<b>Professional Experts Available with Firms</b>	<b>Nos</b>	<b>Basic Qualification</b>	<b>Marks(max)</b>
Manager	1	Bachelor with 5 years' Experience	10
Driver	5	Heavy driving license with 5 years Experience of driving	8
Supervisor	1	+2 pass, field based work as supervisor with 1 years' Experience	4
Helper	20	minimum 1 year experience	4
Accountant	1	+2 in management with 1 years Professional Experiences	4
			<b>Max 30 Marks</b>

#### **2. Experience of Firms (Maximum Marks-50)**

##### **2A. General Experience of consulting firm : (Maximum Marks : 10)**

<b>General Completion of work of service over the past 7 years</b>	<b>10 Marks</b>
Experience < 3 year	<b>5</b>
Experience > 3 - < 7 years	<b>7</b>
Upto 7 Or More than 7 Years	<b>10</b>



**2B. Specific experience of consulting firm within last 7 years [Maximum Marks : 30]**

<b>Completion of Work solid waste management services over the past 7 years</b>	<b>30 marks</b>
Experience < 3 year	<b>20</b>
Experience > 3- < 7 years	<b>25</b>
Upto 7 Or More than 7 Years	<b>30</b>

**2C. Similar Geographical experience of consulting firm [Maximum Marks : 10]**

<b>Completion of Work solid waste management services over the past 7 years</b>	<b>10 marks</b>
Similar Geographical experience of consulting firm	<b>10</b>

**3. Office Set-up and Logistics (Maximum Marks-20)**

**a. Financial Capacity. [Average turnover required shall not exceed 150% of cost estimate]**

**Average Annual Turnover of Last Five years [15 Marks]**

More Than 9 Million 15 Marks

5- 9 Million 12 Marks

Less than 5 10 Marks

**b. Infrastructure/equipment related to the proposed assignment. [This Evaluation criterion should be deleted if infrastructure/equipment are not the part of the proposed assignment] [5 Marks]**

<b>Resource</b>	<b>Unit</b>	<b>minimum Required</b>	<b>Marks</b>	<b>Remarks</b>
Office area	sq.ft	>288	1	If leased (submit lease Agreement)
Computer/ Printer / photocopy/	set	1	1	
truck/tripper/tractor	Nos	5	2	If leased (submit lease equipment)
safety equipment	Nos	5	1	



### **1.5.1 Evaluation of EOI Documents**

In second stage, the EOI document of eligible firms (Consultants determined "Pass" in StageI), will be further evaluated based on the detail criteria given above. Applicants obtaining at least 50% marks in the EOI evaluation process shall be considered as qualified firms. Only top six out of such qualified firms will be allowed to participate in RFP process. However, if the number of eligible firms (Consultants determined "Pass" in StageI) is less than 6, all the eligible firms shall be allowed to participate in RFP process.

### **1.5.2 Clarification during Evaluation by Municipality**

- a. During the evaluation, Municipality may request the Applicant for necessary clarifications or substantiation of the information furnished. The Applicant shall furnish the necessary clarifications expeditiously by post/courier/fax/e-mail or by any other means of communication to Municipality address.
- b. If the Applicant fails to provide timely clarification or substantiation of the information furnished, Municipality may declare such Applicant as non-responsive and reject his/her document.

### **1.5.3 Rejection of EOI Document of Applicant**

- a. Municipality reserves the right to accept or reject any or all EOI proposals with or without giving any reason whatsoever and is not liable for any losses to Applicants due to such rejection.
- b. Furnishing of false or wrong information, document or evidence by any firm or joint venture may result in rejection of the EOI document of the firm or their joint ventures. In addition, in such cases, legal action shall be taken as per prevailing law.

## **1.6 NOTICE OF RESULT OF EVALUATION**

All applicants irrespective of the qualified or non-qualified and short listed or non-shortlisted will be notified in writing the result of evaluation of qualification in due course of time mail / website/ public notice.

Applicants listed in the short-list will be considered as qualified firm and will be invited to participate in the Request for Proposal process.

## **1.7 TERMS OF REFERENCE (TOR)**

TOR is provided in Annex-1 of this EOI document.



## 2. PREPARATION OF EOI APPLICATION

The EOI document shall be structured in accordance with the outlines given in the EOI form and must contain accurate and complete information as requested in the EOI form.

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 initialed by the person authorized to sign the application and stamped with the firm's seal.

### 1.7.1 Documents for EOI

The completed EOI documents to be submitted by Applicants shall comprise of the following documents:

Form Type	Description/ Content
Form A	General Information
Form A-1	Letter of Submission
Form A-2	Joint Venture Information (Attach JV Agreement and Power of Attorney, Share Percentage etc)
Form A-3	Self Declaration Form
Form A-4	Eligibility Documents (Attach Registration, VAT, Income Tax Clearance or Income Tax Clearances Submission Certificates and other related documents)
Form A-5	Identification of the Consulting Firm
Form A-6	Financial Capability of the Consulting Firm (Attach Audit Reports of last five consecutive fiscal years)
Form B	General Work Experience of the Firm
Form C-1	Specific Work experience of the firm in the Last five Years in the field of waste management (Not counting the works under C)
Form C-2	Details of the works stated in Form B and C-1
Form D	Details of Key Personnel/ Professionals

Note: The EOI documents should be prepared and submitted in above mentioned sequence providing supporting documents with respective Forms.

### 1.7.2 General Information

- The Applicant shall provide a Letter of Submittal with completed forms as provided in the Format Forms A-D in the EOI document. All necessary information shall be presented to demonstrate the firm/joint venture's eligibility, capability, experience and professionals to be deployed for the study.
- The Applicant shall enclose notarized copies of registration certificate, VAT certificate, and Tax clearance certificate/Tax clearance submission certificate. The applicants shall also enclose experience certificate or completion certificate, audit report of last consecutive five years and other relevant information.





### **1.7.3 Information Regarding Technical & Financial Capability of the Consulting Firm**

#### **Form A-1: Letter of Submission**

The applicant shall submit with the EOI a submittal letter with name and full contact information of the authorized representative. The letter shall be signed by an authorized person of the firm or lead firm in case of joint venture and shall be stamped by the company's seal. The format of submittal letter is given in Form A-1 of the EOI document. The letter shall also include the title of consulting job being applied for.

#### **Form A-2: Joint Venture Information**

In case of Joint Venture, the Consultant shall submit duly signed by authorized signatories & stamped with company seal of each member of joint venture & clearly mentioning name of the lead firm, name of JV partners, role and responsibility of each member, share percentage of each member, name of the authorized signatories. The original signature of authorized representatives & stamp of companies should be in each page of JV agreement. The digital signature or digital stamp shall not be accepted. The authorized signatories of JV agreement should hold power of attorney from the irrespective firm. Such Power of attorney of authorized signatories of JV agreement shall have been issued by executive head of organization such as Managing Director, CEO or Chairperson, etc.

#### **Form A-3: Self Declaration Statement of Consultant**

The applicant shall submit a Self Declaration as per clause 40 – 2 (e) of Public Procurement Rule, 2064 mentioning that Consultant is not ineligible to participate in this procurement process, that the Consulting Firm does not have any conflict of interest in the proposed assignment, and that the consulting Firm has not received any punishment while doing consulting business and litigation history (if any) in last seven years. The self declaration letter shall be signed with original signature of an authorized person of the consulting firm and shall be stamped by the company's seal. The format of the self declaration letter is given in Form A-3 of this EOI document. In case of JV, each individual Consultant should submit Self Declaration either separately or jointly by signing each member of JV mentioning information requested in Self Declaration.

#### **Form A-4: Eligibility Documents**

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

#### **Form A-5: Identification of the Firm**



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

**Form A-6: Financial Capability of the Firm**

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

**1.7.4 General and Specific Work Experience of the Firm**

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

**Form B: General Work Experience of the Firm**

General Experience of the Firm in the last five years in consulting firm in the prescribed Form B.

**Form C-1: Specific Work experience of the firm in the waste management service (Not counting the works under C)**

**Form C-2: Details of the works stated in Form B and C-1**

The details of the works executed by the consulting firm stated in Form B and C-1 have to be filled up in Form C-2.

**Form D: Details of Key Personnel/ Professionals**

The details of proposed Key Personnel/Professionals shall be presented in prescribed Form



## अनुसूची - १

### नगरको फोहोरमैला संलनका क्षेत्र तथा सेवा शुल्क संकलन सम्बन्धी अनुमानित विवरण

#### क. घरायसी शुल्क

क्र.सं.	विषय विवरण	निर्धारित मासिक शुल्क रु.	अनुमानित घर संख्या	कैफियत
१	घरायसी शुल्क			
क	एक परिवार मात्र बस्ने	५०	२७००	
ख	एक भन्दा बढी परिवार बस्ने (प्रति परिवार थप)	५०	२२०	
ग	पक्कि घर २ तल्ले सम्मका	१५०	४००	
घ	पक्कि घर ३ तल्ले सम्मका	२००	२००	
ङ	३ तल्ले भन्दा माथि	२५०	५०	

#### ख. कार्यालय बैंक तथा वित्तिय संस्थाहरु:

क्र.सं.	विषय विवरण	निर्धारित मासिक शुल्क रु.	अनुमानित घर संख्या	कैफियत
१	सरकारी कार्यालयहरु	१००	२०	
२	बैंक तथा वित्तिय संस्थाहरु	३००	२२	
३	सहकारी	१५०	३०	
४	मनि ट्रान्सफर/ मनि एक्सचेन्ज अफिस	१००	२	
५	अन्तराष्ट्रिय संस्था	५००	-	
६	गैर सरकारी संस्था/ म्यानपावर कम्पनीहरु	१००	१	

#### ग.शैक्षिक संस्थाहरु

क्र.सं.	विषय विवरण	निर्धारित मासिक शुल्क रु.	अनुमानित घर संख्या	कैफियत
१	शैक्षिक संस्थाहरु			
क	मन्टेश्वरी स्कुल	५०	३	
ख	प्राईमेरी स्कुल	१००	९	
ग	कक्षा १० सम्मका प्राईभेट विद्यालयहरु (५०० सम्म विद्यार्थी भएमा)	२००	१९	
घ	कक्षा १० सम्मका प्राईभेट विद्यालयहरु (५०० भन्दा बढी विद्यार्थी भएमा)	२५०	१९	
ङ	स्कुल होस्टल सहित	३००	-	
च	कलेज/उच्च मा.वि.	३००	२	
छ	ट्रेनिङ इन्स्टिच्युटहरु	१५०	२	
ज	स्कुल/कलेज क्यान्टिन	२००	-	
झ	होस्टलहरु	२५०	१०	
ञ	सबै खाले सरकारी विद्यालयहरु	निशुल्क		हसाको १ पटक



### घ. होटल तथा लजहरु

क्र.सं.	विषय विवरण	निर्धारित मासिक शुल्क रु.	अनुमानित घर संख्या	कैफियत
१.	होटल तथा लजहरु			
क	साधारण होटलहरु (चिया,नस्ता)	५०	२६०	खाना सहितको लागी थप ५०
ख	मदिरा पसल	१००	४०	
ग	रेष्टुरेन्टहरु/भोजनालय	२००	२८	
घ	डिस्को/डान्सबार/पब	५००	-	
ङ	साधारण लज	१५०	-	
च	होटल सहितका लज	२५०	२३	
छ	फाष्ट फुड/ठेला पसल	१००	-	
ज	एक तारा सम्मका होटल	१०००	-	थप प्रति तारा ५००

### ड. पसलहरु:

क्र.सं.	विषय विवरण	निर्धारित मासिक शुल्क रु.	अनुमानित घर संख्या	कैफियत
१.	पसलहरु			
क	साधारण पसल	५०	२००	साना किराना, खुद्रा सामान आदि बिक्री गर्ने
ख	खाद्य पसल/होलसेल पसल	१००	१६०	
ग	औषधि पसल	१५०	७५	क्लिनिक सहितको औषधि पसल भए थप ५०
	ल्याब सहितको औषधि पसल	२५०	४	
घ	फलफुल पसल	१००	३९	ठेला पसल भए थप रु ५०
ङ	तरकारी पसल	५०	६७	ठेला पसल भए थप रु ५०
च	अन्य होलसेल पसल	१००	-	
छ	गिफ्ट पसल	५०	-	
ज	पान पसल	५०	७१	
झ	भेटेरीनरी/एग्रोभेट	१००		
ञ	क्स्मेटिक	५०	८०	
ट	फेन्सि स्टोर	५०	८५	
ठ	ग्याँस डिलर	५०	१७	
ड	पुस्तक पसल	५०	५४	
ढ	सपिङ्ग कम्प्लेक्स (ठुलो / डिपार्टमेन्टल स्टोर)	३००	५	किचन भए थप २००
ण	हार्डवेयर पसल	२००	५०	
त	कम्युनिकेसन	५०	१०	
थ	सुनचाँदी गहना पसल	१००	७६	
द	भाँडा पसल	५०	३४	
ध	बस टिकट काउन्टर	५०		
न	मिठाई पसल	१००	२३	
प	मासु पसल व्यवसाय कुखुरा	१००	४०	
फ	मासु पसल व्यवसाय खसि	३००	४०	
ब	मासु पसल व्यवसाय खसि कुखुरा दुवै	३५०	५	



### च. स्वास्थ्य संस्थाहरु:

क्र.सं.	विषय/विवरण	निर्धारित मासिक शुल्क रु.	अनुमानित घर संख्या	कैफियत
१.	स्वास्थ्य संस्थाहरु			
क	क्लिनिक			
	साना	२००	६१	स्वास्थ्य संस्थाबाट निस्कने फोहोरलाई तोकिएको मापदण्ड बमोजिम ट्रिटमेन्ट गरी छुट्टै व्यवस्थापन गर्ने जिम्मेवारी सम्बन्धीत व्यवसायीको हुनेछ ।
	ठुलो	३००	-	
ख	पोलिक्लिनिक	४००	२२	
ग	डेन्टल क्लिनिक	२००	३	
घ	चस्मा पसल	१५०	४	

### छ. उद्योग तथा कलकारखाना

क्र.सं.	विषय/विवरण	निर्धारित मासिक शुल्क रु.	अनुमानित घर संख्या	कैफियत
१	उद्योग तथा कलकारखाना			
क	फर्निचर/श मिल	२५०	९०	
ख	गृह/आलुमिनियम उद्योग	२५०	४८	
ग	प्रिन्टिङ्ग प्रेस/प्रकाशन गृह	२५०	३२	
घ	राईस मिल	३००	३१	
ङ	अन्य खाद्यन्न मिल	२५०	१५	
च	अन्य उद्योगहरु	३०० देखि १०००	९१	उद्योगको स्तर अनुसार तय हुने

### ज. सेवा र मनोरञ्जन

क्र.सं.	विषय/विवरण	निर्धारित मासिक शुल्क रु.	अनुमानित घर संख्या	कैफियत
१	सेवा र मनोरञ्जन			
क	कलरल्याब	१५०	९	
ख	सैलुन/ब्युटि पार्लर	१००	६०	
ग	सिनेमाहल	५००	१	
घ	पेन्टर पसल	५०	१०	
ङ	फोटो स्टुडियो	५०	१६	
च	फोटोकपि/संचार सेवाहरु	५०	८१	
छ	टेलरिङ्ग	५०	९२	
ज	वर्कशपहरु			
	रिक्सा साईकल	५०	१५२	
	मोटरसाईकल	१५०	१६	
	कार तथा ठुला बेहिकलहरु	३००	-	
	ईलेक्ट्रिक/ईलेक्ट्रोनिकस	१५०	-	
झ	पार्टी प्यालेस	५००	३	

### झ. अन्य



क्र.सं.	विषय विवरण	निर्धारित मासिक शुल्क रु.	अनुमानित घर संख्या	कैफियत
१	अन्य			
क	शिसा पसल	२५०	८	स्तर अनुसार तय हुने
ख	नर्सरीहरु	१००	७	
ग	कृषि संस्थाहरु	५०	७०	
घ	दुग्ध उत्पादन संस्था/डेरी उद्योग	२००	२२	
ङ	कुखुरा पालन केन्द्र	२००	४६	
च	बंगुर पालन केन्द्र	२००	१०	
छ	पेट्रोल पम्प	३००	१३	
ज	विवाह, व्रतबन्ध, भोज, यज्ञ, महायज्ञ	५००		एकपटक

**ज. फोहर संकलन तालीका देहाय बमोजिम हुनेछः**

क्र.सं.	फोहर संकलनका क्षेत्रहरु	कैफियत
१	वडा नं. १,२,३,४ र ५ को मुख्य बजार तथा सडक क्षेत्रहरु, वडा नं. १ को गुद्री बजार, वडा नं. ४ को कृषि बजार र वडा नं. ९ बबिया चोक	दैनिक
२	सोमबारे हटिया र विहिबारे हटिया	साप्ताहिक रुपमा बजार लागेको भोलिपल्ट
३	वडा नं. ६, ७, ८ र १० को मुख्य बजार क्षेत्रहरुमा, वडा कार्यालयहरु र स्वास्थ्य संस्थाहरुमा	हप्ताको २ पटक
४	वडा नं. १,२,३,४ र ५ को भित्री सडकहरुमा	हप्ताको २ पटक, आवश्यकता अनुसार थप हुन सक्ने

**ट. झाडु लगाउने तालीका देहाय बमोजिम हुनेछः**

क्र.सं.	फोहर संकलनका क्षेत्रहरु	कैफियत
१	नगरपालिका कार्यालय अगाडिदेखि शान्तिचोक हुँदै बालमन्दिर मा.वि. जाने सडक सम्म, १ नं. वडा कार्यालयदेखि बसचोकसम्म, राष्ट्रिय वाणिज्य बैंकको अगाडीको सडक, बसचोक क्षेत्र, वडा नं. १ को गुद्री बजार र दाजुभाई होटल सम्मको सडक, गोनुबाबु मार्गको सडक, वडा नं. ४ को कृषि बजार र वडा नं. ९ बबिया चोक, शान्ति चोकदेखि टेम्पो स्ट्याण्डसम्म	दैनिक
२	सोमबारे हटिया र विहिबारे हटिया	साप्ताहिक रुपमा बजार लागेको भोलिपल्ट
३	सखुवागाछी चोक, महेन्द्र चोक, थारु टोल, वडा नं. ५ को मुख्य चोकहरुमा, मालपोत कार्यालय अगाडी, अदालत अगाडी, जिल्ला प्रशासन कार्यालय अगाडी	हप्ताको २ पटक
४	नगरपालिका कार्यालय अगाडीदेखि कृषि विकास बैंक हुँदै मालपोत कार्यालय	हप्ताको १ पटक



	हुँदै सखुवागाछीसम्म, सखुवागाछीदेखि सोमबारे हटिया हुँदै टेम्पो स्ट्याण्डसम्म, अस्पताल रोड, बालमन्दिर मा.वि. अगाडिको सडकदेखि जिसस हुँदै बबिया चोकसम्मको सडक	
५	वडा कार्यालय, स्वास्थ्य चौकी, सार्वजनिक शौचालय, सामुदायिक विद्यालय र मदरशामा	हप्ताको २ र १ पटक

#### ठ. थप जिम्मेवारी देहाय बमोजिम हुनेछः

क्र.सं.	फोहर संकलनका क्षेत्रहरू	कैफियत
१	नगर क्षेत्रमा रहेका ढल सरसफाई गर्ने कार्य	वार्षिक रुपमा १ पटक (सामान्यतया फागुन महिना देखि बैशाख महिना भित्र गर्नुपर्ने)
२	मृत पशु तथा व्यवहारिसे लास व्यवस्थापन	आवश्यकता अनुसार नियमित रुपमा

#### नोटः

१. फोहोरमैला व्यवस्थापक प्रकृया / तरीका — सार्वजनिक नीजि साझेदारी मोडल ।
२. व्यवस्थापक (नीजि क्षेत्रले स्रोत व्यवस्थापन गर्ने तरिका) : व्यवस्थापकले सेवा प्रवाह गरेको घर / पसल / संघसंस्था वा इकाई बाट नगरले तोकेको घरमा सेवा प्रदान गरे बमोजिमको मासिक शुल्क संकलन गर्नेछ र नगरले पनि यस कार्यमा साझेदारी गर्न सक्नेछ ।
३. सहजिकरण बैठक : यस विषयमा EOI बारे स्पष्ट हुन मिति २०८०।१२।०९ गते दिनको ०९:०० बजे नगरपालिकामा सहजीकरण बैठक राखिनेछ । यस प्रकृत्यामा सहभागी हुन चाहाने फर्म / संस्थाले निशुल्क रूपमा भाग लिन सक्नेछ ।
४. सार्वजनिक नीजि साझेदारी मोडलमा नगरले गर्ने साझेदारीः
  - क. व्यवस्थापनका लागी जग्गा व्यवस्थापन तथा आवश्यक भौतिक पुर्वाधार निर्माण गर्ने ।
  - ख. निश्चित समयका लागि RFP मा उल्लेख भए बमोजिम स्रोत व्यवस्थानमा सहजिकरण गर्ने ।
  - ग. शुल्क संकलनमा सहयोग गर्ने ।
५. फोहोर विसर्जन तरिका — नगरक्षेत्रबाट सङ्कलित फोहोरको विसर्जन नीजि क्षेत्रले प्रत्येक दिन कुहिने र नकुहिने गरी तोकिएको स्थानमा विसर्जन गर्नुपर्नेछ । कुहिने फोहोरबाट मल उत्पादन गरी सुलभदरमा स्थानीय कृषकहरूलाई विक्री गर्नु पर्नेछ । नीजि क्षेत्रले अन्य प्रविधिको प्रयोग गरी फोहोर व्यवस्थापन गर्न वा सेवा प्रदायक आफैले फोहोर व्यवस्थापनका साथै विक्री वितरण समेत गर्न सक्नेछ । नकुहिने फोहोरको वर्गीकरण गरी विक्री वितरण समेत नहुने समित फोहोरलाई मात्र वातवरणमा प्रभाव नपर्ने गरी नगरपालिकाले तोकेको स्थानमा विसर्जन गर्न सक्नेछ ।
६. भुक्तानी प्रकृया  
RFP बमोजिम छनौट भएपछि सम्झौताको बमोजिमको रकम उपलब्ध गराइनेछ ।
७. परियोजना अवधि — समान्यता ५ वर्षको हुनेछ । आपसी समझदारीमा आवश्यकता अनुसार थप गर्न सकिनेछ ।
८. अन्य विषयः माथी उल्लेखित विषयहरू सार्वजनिक खरीद ऐन २०६३, सार्वजनिक खरीद नियमावली २०६४, सार्वजनिक निजी साझेदारी सम्बन्धी तथा लगानी ऐन २०७५ / सार्वजनिक निजी साझेदारी सम्बन्धी तथा नियमावली २०७७, नगरसभा/कार्यपालिकाबाट पारित नीति, लगायतका कानूनी संरचना बमोजिम वा मर्म / भावना / सार अनुसार भएको हुँदा कुनै विषयमा द्विविधा भएमा सोही बमोजिम हुनेछ । फोहोर संकलनको दररेट इनरुवा नगरपालिकाको आर्थिक ऐनमा व्यवस्था भए असुल गर्नुपर्नेछ ।