



EOI for Road Engineer (2081-82)



Gandaki Province Government
Ministry of Physical Infrastructure Development and Transport Management
Infrastructure Development Directorate
Pokhara , Nepal

EXPRESSION OF INTEREST
(EOI)

PROPOSAL FOR INDIVIDUAL CONSULTANT's SERVICE (NATIONAL)
Road Engineer

Project Name : Procurement of hiring of Individual Consultants (Road Engineer)

EoI: IDD/Gandaki/EOI/03/081-082

Office Name: Infrastructure Development Directorate

Office Address: Gandaki Province, Kaski, Pokhara

Issued on: 27 June 2025

Financing Source: Provincial Government



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Gandaki Province Government
Ministry of Physical Infrastructure Development and Transport Management
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Pokhara ,Nepal

REQUEST FOR EXPRESSION OF INTEREST (EOI)
(Road Engineer)

EoI : IDD/Gandaki/EOI/03/081-082

Date of Publication: 27th June, 2025

1. Province government, Ministry of Physical Infrastructure Development and Transport Management has allocated fund to be used for consulting services for Planning, Design, implementation, supervision, quality control in road projects from hiring eligible Individual Consultant (National)(**Road Engineer**) for 11 Infrastructure Development Office under Gandaki province.
2. Interested Candidates must have Bachelor's degree in Civil Engineering with minimum general experience of **7** years and specific experience of **5** years in planning, design, construction, supervision and quality control of road projects including at least two **10 km** and **total 25 km bituminous** pavement road project.
3. Interested eligible Individual consultants may obtain further information and EoI document free of cost at the address Infrastructure Development Directorate, Gandaki Province, Kaski, Pokhara during office hours on or before **11th July 2025** and contact number : 061-456300 or can be downloaded from **www.idd.gandaki.gov.np**.
4. Experienced, eligible and willing Consultants are requested to submit their EoI hard copy in sealed envelope to the office of **Infrastructure Development Directorate, Damside, Pokhara** no later than **13th July 2025 within office hours**.
5. In case the deadline for submission of EoI falls on a public holiday, then next working day shall be considered as deadline for EoI submission.
6. The academic qualification and work experience stated in CV shall be verified from the respective certificate and attach in EoI documents.
7. The selection is totally based on the approved evaluation criteria based on Public Procurement Act 2063 & Regulation 2064.
8. There is allocated 20 marks in academic qualification 60 marks in general and specific experiences and 20 marks in Interview. The consultant should score minimum 48 marks on the overall ranking criteria to pass in EoI evaluation (Qualification and Experience) as mentioned above to qualify for short listing.
9. The selection of the consultants will be taken from the merit list after evaluation of EoI & Interview then candidate will be informed for negotiation to confirm the remuneration or salary and also for formal contract agreement.



a. INTRODUCTION

Gandaki province was formed according to schedule 4 of the constitution of Nepal. The province was formed by grouping existing 11 districts. One district namely Nawalparasi was split between two provinces. Ministry of Physical Infrastructure Development was established in 2074/10/28 in order to make provincial infrastructure policy, action plan, project formulation, infrastructure development and monitoring of the projects. Ministry of Physical Infrastructure Development and Transport Management (Former MoPID) manage, construct and regulate the provincial office for making provincial policy, law, master plan, norms related with, Provincial Lokmarg, Urban Sector, Bridges and transport sector.

Government of Province, Gandaki Province has decided to establish 11(Eleven) Infrastructure Development Office in 11 districts of Gandaki Province from fiscal year 2077/78. Gandaki Province government, Ministry of Physical Infrastructure Development and Transport Management has allocated fund to be used for consulting services for Planning, implementation, supervision and quality control from hiring eligible Individual consultant (National) for consulting service in respective Infrastructure Development Offices for Detail Project Report verification, construction supervision and quality control of various roads and support the Infrastructure Development Offices of all 11 districts of Gandaki Province .

b. OBJECTIVE OF CONSULTING SERVICES

A. General:

The objective of the Consulting Service is to support IDOs in implementation of road projects in Supervision during construction, quality control as well as contract management also social and environmental safeguards and resettlement activities. The consultant will prepare and provide technical inputs particularly in road construction in designing, surveying, construction supervision, monitoring, reporting of site activities and progress.

B. Specific:

Part A: Project planning, design and cost estimation

- To review of detailed project report (DPR) consisting of detailed designs, drawings and cost estimates for upgrading/rehabilitation of the roads and advice some correction with reference to the Nepal Road Standard , Nepal Bridge Standard , Provincial Road Standard , Nepal Rural Road Standard, Norms and Specifications.
- To support IDO in social as well as environmental safeguard and resettlement works by coordinating the consultants associated with the IDO's during review of the DPR of the projects.
- To provide other technical and managerial support so as to enhance IDO capability to plan, implement and maintain the roads efficiently & successfully.

Part B: Supervision of works



- i) It is the responsibility of Road Engineer to ensure the quality and Quantity of work performed as per Quality Assurance Plan.
- ii) To visit the field frequently and review progress, quality control and advice for correction, monitor works, contract management and recommend for corrective measures if necessary
- iii) To check and take measures for improving the quality of the work plan and quality assurance plan of contractors
- iv) To ensure timely completion of the works implemented under the project.
- v) To verify and certify the works done through the contractors
- vi) To identify areas of problems of IDOs in proper record keeping, taking timely contract based actions including application of liquidated damages or termination of contract based on case by case basis, and orient them in proper implementation of the provisions of the contract agreement

Part C: Post Construction

- i) To assist in the preparation of "As-Built Drawings and
- ii) To prepare completion reports of the sub projects

c. SCOPE OF THE CONSULTANT

The consultant will be responsible particularly in Road sector in organizing, planning including review of DPRs, construction, supervision, monitoring, reporting and environmental safeguard activities with coordination with IDD/IDOs. The detail scopes of the works are explained in Terms of Reference (ToR) of respective post of the consultants in ANNEX.

d. MINIMUM QUALIFICATION & EXPERIENCE REQUIRED

❖ Qualification and General Experience

- Bachelor's degree in Civil Engineering with minimum general experience of 7 years with good performance in civil engineering projects.
- Professional Affiliation: The consultant must be registered in Nepal Engineering Council (NEC).

❖ Specific Experience

- At least 5 years of planning, design, construction, supervision and quality control of road projects including at least two 10 km and total 25 km bituminous pavement road project.

e. REMUNERATION AND LOGISTIC SUPPORT TO THE CONSULTANT

- Candidate will be informed for negotiation to confirm the remuneration or salary after evaluation of EOI and interview.



- The consultant shall be paid by respective IDOs every month on the submission of his/her invoice and time-sheet with obligatory reports as mentioned in subsequent section certified by IDO Chief or his/her authorized representative.
- Dedicated working space shall be provided to the Road Engineer in respective district headquarter/ Sites by respective IDOs.

f. CONSULTANT REPORTING OBLIGATION

The consultant shall prepare and submit monthly work-plan, monthly progress report, quality assurance plan, Test reports, field report after visit of field, data etc. as explained in ToR of his/her duties and responsibilities.

g. DURATION OF CONSULTANT'S SERVICE

- h. The consultant's duration of service will be for a period of **24** months. The contract shall be terminated if the Office does not need the consultant's service due to the project's internal management or deficiency of budget or unsatisfactory performance of the consultants as evaluated by the IDD/IDOs.

i. DUTY STATION

The duty station for Road Engineer shall be the selected respective IDOs.

j. SELECTION OF THE CONSULTANT

The consultant's EoI will be evaluated on the basis of approved selection criteria stated on government rules and Public Procurement Act & Regulation 2063/2064 & its amendment. Then the selection of the consultants will be taken from the merit list after evaluation of EoI & Interview then candidate will be informed for negotiation to confirm the remuneration or salary and also for formal contract agreement to be done with IDD/IDOs.

k. TAXATION

The consultant shall be fully responsible for paying all the taxes in the income as per regulations of government of Nepal. The consultant may wish to get registered in the Value Added Tax (VAT) after the contract agreement signed. The consultant will be responsible for the costs of the premium of any insurance plans/he takes up.

l. AGREEMENT

The Consultant shall be required to enter into an agreement with the respective IDO.



TERMS OF REFERENCE

Individual Consultant-Road Engineer

1. INTRODUCTION

Gandaki province was formed according to schedule 4 of the constitution of Nepal. The province was formed by grouping existing 11 districts. One district namely Nawalparasi was split between two provinces. Ministry of Physical Infrastructure Development was established in 2074/10/28 in order to make provincial infrastructure policy, action plan, project formulation, infrastructure development and monitoring of the projects. Ministry of Physical Infrastructure, Development and Transport Management (Former MoPID) manage, construct and regulate the provincial office for making provincial policy, law, master plan, norms related with, Provincial Lokmarg, Urban Sector, Bridges and transport sector.

Gandaki Province government, Ministry of Physical Infrastructure Development and Transport Management, has allocated fund to be used for consulting services for Road engineer to be based at any districts of Gandaki province for assisting in implementation, supervision, environment assessment and quality control from hiring eligible Individual consultant (National) for consulting service on construction, supervision, quality control, environment assessment and supervision of various roads and support the Infrastructure Development Offices of 11 (Eleven) district. IDO is the implementing body of the projects. Government of Province, Gandaki Province has decided to establish 11(Eleven) Infrastructure Developments Office in 11 district of Gandaki Province from fiscal years 2077/78

There are 11(Eleven) IDO's in 11 districts of Gandaki Province as follows.

- Infrastructure Development Office, Lamjung.
- Infrastructure Development Office, Gorkha.
- Infrastructure Development Office, Manang.
- Infrastructure Development Office, Tanahu.
- Infrastructure Development Office, Nawalparasi (Bardaghat Susta East)
- Infrastructure Development Office, Kaski
- Infrastructure Development Office, Syangja
- Infrastructure Development Office, Parbat
- Infrastructure Development Office, Baglung
- Infrastructure Development Office, Myagdi
- Infrastructure Development Office, Mustang.

The Road Engineer has to work as a site engineer. The consultant should have **Bachelor's degree** in Civil Engineering. The engineer should have minimum general experience of **7 years** and specific experience of **5 years** of planning, design, construction, supervision and quality control of road projects including at least **two 10 km** and total **25 km** bituminous pavement work. She/he should have excellent computer skills of GIS/AutoCAD/Road design software and fluency in written and spoken English and Nepali, strong interpersonal skills and ability to work in a multidisciplinary team; and ability to work independently. It is mandatory that the proposed Civil Engineer be registered with the Nepal Engineering Council in accordance with the Nepal



Engineering Council Act, 2055.

2. Objectives/Purpose of the Assignment

The IDD requires the services of a qualified and experienced engineer (herein with referred to as "Road Engineer") to support IDO in implementation of road projects in Supervision during construction, quality control as well as contract management, also social and environmental safeguards and resettlement activities.

The consultant will prepare and provide technical inputs particularly in road construction in designing, surveying, construction, supervision, monitoring, reporting of site activities and progress. S/he will assist the other team members in overall implementation of the project in district level. The consultant will develop effective and appropriate templates for progress records, site monitoring and other routine activities among others. S/he will work directly under the guidance and close supervision of the **Chief of IDO**.

The Specific objectives of the consultancy services are as follows:

Part A: Project planning, design and cost estimation

- i) To support IDO chief and other technical staff for overall project management activities for successfully achieving the project targets.
- ii) To provide other technical and managerial support so as to enhance IDO's capability to plan, implement and maintain the construction of roads.
- iii) To review of detailed project report (DPR) consisting of detailed designs, drawings and cost estimates for upgrading/rehabilitation of the roads and advice some correction with reference to the Nepal Road Standard , Nepal Bridge Standard , Provincial Road Standard , Nepal Rural Road Standard, Norms and Specifications.
- iv) Support IDO to review bid documents, bid evaluation and capacity assessment of IDO in proper contract administration all procurement works related to road projects.
- v) To support IDO in social as well as environmental safeguard and resettlement works by coordinating the consultants associated with the IDO's during review of the DPR of the projects.
- vi) To provide other technical and managerial support so as to enhance IDO capability to plan, implement and maintain the roads efficiently & successfully

Part B: Supervision of works

- vii) It is the responsibility of Road Engineer to ensure the quality and Quantity of work performed as per Quality Assurance Plan.
- viii) To visit the field frequently and review progress, quality control and advice for correction, monitor works, contract management and recommend for corrective measures if necessary



- ix) To identify areas of problems and challenges during implementation of projects and also check if the contractors are complying the instruction and communications of IDO. If not identify the reasons and recommend on corrective measures.
- x) To check and take measures for improving the quality of the work plan and quality assurance plan of contractors
- xi) To ensure timely completion of the works implemented under the project.
- xii) To assist the IDO in contract management as per the contract agreement;
- xiii) To verify and certify the works done through the contractors
- xiv) To identify areas of problems of IDOs in proper record keeping, taking timely contract based actions including application of liquidated damages or termination of contract based on case by case basis, and orient them in proper implementation of the provisions of the contract agreement
- xv) To work collaboratively with engineers, environmentalists, sociologists, planners and policy makers in the multi-disciplinary teams.
- xvi) To facilitate the other works as required by the IDO in connection with the project works;

Part C: Post Construction

- To assist in the preparation of "As-Built Drawings; and
- To prepare completion reports of the sub projects

3. Scope of Consulting Services

The consultant will prepare and provide technical inputs particularly in Road Construction in organizing, planning including survey, design, construction, supervision, monitoring, and reporting of site activities and progress. S/he will develop effective and appropriate templates for progress records, site monitoring and other routine activities. The Road engineer together will work under guidance of the IDO chief. He/she will assist the IDO in the review and approval of design modifications which may be required during the construction phase. The Consultant's duties shall include but not necessarily be limited to:

Duties and Responsibilities

- ❖ Study of Nepal Road Standards, Provincial Road Standards, Nepal Rural road Standards, norms and Specification.
- ❖ Assist the IDO in all technical matters and procurement processing for the project.
- ❖ Assist the IDO to conduct baseline surveys on socioeconomic and transport related indicators.
- ❖ Assist in preparation of Procurement Plan (PP)
- ❖ Facilitation, guidance and close coordination with IDO team in preparation of the engineering designs, estimates, bidding documents for the Road Construction Works.
- ❖ Evaluate/ review design reports submitted by the consultants regarding all related with roads.



- ❖ Close monitoring and follow-up of the progress of the construction contracts under execution of IDO.
- ❖ Assist the IDO for Bid invitation, Bid evaluation and awarding the contracts for the proposed contracts, if needed.
- ❖ Ensure that all the works are carried out in accordance with the designs, drawings and specification.
- ❖ Assist in preparing Quality Assurance Plan (QAP) of the work activities.
- ❖ Maintain a permanent record of all measurements of works completed and results of test carried out for monitoring the quality of civil works.
- ❖ Regularly inspect and check by testing wherever required the civil works and ensure that they are carried out according to the schedule, specifications and drawings specified standards of quality are to meet the desired standard quality of the materials and workmanship.
- ❖ Checking the bill of the works submitted by the contractors and recommend them for payments by the IDO with the certification that quality of works executed by the contractor are satisfactory
- ❖ Certify the completion of the works.
- ❖ Preparing the variation orders and assist the IDO in negotiating with the contractor for the implementation of such changes. If such changes involve additional cost, prepare necessary documents for approval by the IDO.
- ❖ Maintain all the records and reports according to the IDO requirements.
- ❖ Assist IDO to prepare M & E reports as per the prescribed formats.
- ❖ Attend and participate in project meetings and provide inputs on technical/engineering matters at the time of preparing annual plan, trimester and annual progress report. Prepare appropriate mechanism to monitor project progress reports after field verification. Provide feedbacks and maintain regular communication with related field and IDO staff.
- ❖ Assist in preparing completion reports of all projects.
- ❖ Assist in the preparation of “As-Built” drawings
- ❖ Accomplish other tasks related to engineering/ technical aspect as per the need of the project and when required by IDO in connection with the project works.
- ❖ Others as and when required by IDO in connection with the project works

4. Qualification and experiences of the Consultant

The consultant shall have minimum **Bachelor’s Degree in Civil Engineering** with general works experience of **7 years** and specific experience of **5 years** of planning, design, construction, supervision and quality control of road projects including at least **two 10 Km** and total **25 Km** bituminous pavement work. She/he should have Excellent computer skills of GIS/AutoCAD /Road design software and fluency in written and spoken English and Nepali, strong interpersonal skills and ability to work in a multidisciplinary team and ability to work independently. It is mandatory that the proposed Civil Engineer be registered with the Nepal



Engineering Council in accordance with the Nepal Engineering Council Act, 2055.

5. Duration of the Services

- The duration of the services shall be tentatively **for 2(two) years from date of agreement**. The contract shall be terminated if the Office does not need the consultant's service due to the office's internal management or unsatisfactory performance of the consultants as evaluated by the IDD/**IDO**s.
- In case of the termination of the contract on part of the office (client) ; the latter will inform in writing one (1) month before to the consultant
- If the Consultant wishes to leave the project; he/she shall mandatorily inform in writing two (2) months before to the IDO.

6. Duty Station

The consultant shall perform works for;

- a) The selected Infrastructure Development Office (IDO) and frequent visit of road site execution by IDO as per requirement with prior approval **of IDO Chief**.

7. Name and Location of the Roads

The consultant shall perform works for;

- a) Province Government Supported Roads

8. Consultant's Reporting Obligations.

The Consultant shall deliver the following reports every month to the IDO and in the agreed standard format:

- Monthly Progress Report
- Final report at the end of the assignment.
- Construction supervision report
- Other reports as asked by IDO and IDD in connection with the project work.

9. Remuneration

- a. The consultant shall be paid a lump sum amount of remuneration per month, which should include all his/her overheads, social charges and other associated costs including local transportation within district of IDO and insurance premium costs.
- b. In case of travel requirement outside district of IDO and within Nepal for project related assignments, consultant shall be paid travel expenses on public transportation cost basis and suitably determined subsistence allowance to cover all other costs including accommodation.
- c. The price escalation is not applicable to this consulting service.
- d. The Consultant shall be paid by respective IDOs every month on the submission of his/her invoice and time-sheet with the obligatory reports certified by the respective IDO chief or his/her authorized representative. The invoice must be associated by the Consultant's VAT bill having readable PAN No.
- e. In case of failure of negotiation; the consultants in waiting list in order of merit will be called on for negotiation



- f. The consultant shall be responsible for all taxes and duties including income tax. The consultant shall be registered in VAT after agreement as per Government of Nepal rules and regulations.
- g. The Consultant's remuneration per month shall be finalized through negotiation within the ceiling of the budget; exclusive of the VAT. The date of negotiation will be informed immediately after the submission of the financial proposal.
- h. Total cost of the proposed consultancy services is estimated to be NRs **32, 27,280 (with VAT and Contingencies) for each of nine districts and NRs. 34, 98,480 (with VAT and Contingencies) for Manang/Mustang district.** This includes remuneration of the consultant for **24 months** as approved by the project.
- i.

10. Logistic Support

The Consultant shall be provided other logistic support as below:

- a. The office space and working furniture (table & chair) shall be provided to the Consultant within premises of office of the IDO. The IDO may avail the office space outside the premises in case of non-availability of the sufficient space in the office premises.
- b. The IDO shall avail the stationery, electricity and internet facility to the consultant during working hour.
- c. The Consultant shall have his/her own laptop for working.
- d. If needed, the Consultant shall be stationed at the work site(s).
- e. The IDO shall avail the transportation facility at least with a motorcycle for travel to the field.

11. Payment

The consultant will entitled to receive payment on monthly basis upon submission of time sheet and monthly progress report. Time sheet shall be approved by **IDO Chief**.

12. Taxation

The consultant is fully responsible for all taxes imposed by the government. The consultant shall be registered in VAT after agreement. The consultant shall be responsible for the cost of the premium of insurance plan he takes up.

13. Time Schedule

The consultant shall work in accordance with IDO, directed time schedule as per Agreement

14. Indemnity

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

15. Disposition of Facilities

At the end of the project, the Consultant shall hand over to the IDO office all equipment, apparatus or other things procured by the office funding used by the Consultant during the assignment. All items handed over to the IDO 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.

16. AGREEMENT

The Consultant shall be required to enter into an agreement with the IDO on time based



contract.

Curriculum Vitae**Applied for the post of:****A. Personal Background**

| | | | |
|---------------------------|-------|----------|---------|
| 1. Name | | | |
| 2. Date of birth | | | |
| 3. Nationality: | | | |
| 4. Home Address:- | | | |
| 5. Correspondence Address | | | |
| 6. Contact No: | Home: | Cell No: | Office: |
| 7. Email: | | | |

B. Academic Qualification(Latest on the top)

| University | Degree | Year | Division |
|------------|--------|------|----------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

C. Training

| Institution | Training on | Duration |
|-------------|-------------|----------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

D. Language

| Language | Speaking | Writing | Reading | Remarks |
|--------------|----------|---------|---------|---------|
| English | | | | |
| Nepali | | | | |
| Others | | | | |
| a. | | | | |
| b. | | | | |
| c. | | | | |
| Note: | | | | |



| | | | |
|--------------|---------|---------|---------|
| 1. Excellent | 2. Good | 3. Fair | 4. Poor |
|--------------|---------|---------|---------|

E. Work experience, Including consultancy Service (If more than one, fill accordingly creating tables)

| | | | |
|----------------------------------------|-------|-------------|--------|
| Employer Name: | | | |
| Funding Agency: | | | |
| Job Title/ Designation: | | | |
| Supervisor's Name | | Contact No: | Email: |
| Duration | From: | To: | |
| Key Responsibilities(in bullet Point) | | | |
| Achievement | | | |

F. Computer Skill

| Skill | Excellent | Good | Fair | Remarks |
|----------------------|-----------|------|------|---------|
| Word | | | | |
| Spread Sheet(Excel) | | | | |
| Power Point | | | | |
| GIS | | | | |
| Auto CAD | | | | |
| Road Design Software | | | | |

G. Referees (3 Referees with contact no: & email ID)

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

.....

Signature

Full name:

Date