

ToR of Climate Resilient WASH (Ground Water Monitoring and Recharge) Project

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Name Surname

UNICEF Nepal

9 Jan 2024



REQUEST FOR PROPOSAL (RFP)

LRPS-2023-9187768 for Climate Resilient WASH — Ground Water Monitoring and Recharge Project

UNICEF Nepal is inviting proposals from interested national agencies for Institutional Consultancy for **Climate Resilient WASH - Ground Water Monitoring and Recharge Project**. The detailed terms of reference and the bidding documents can be easily accessed at <https://www.unicef.org/nepal/procurement>.

IN ORDER TO FACILITATE THE SUBMISSION OF LRPS THROUGH EMAIL, THE SUBMISSION DULY STAMPED AND SIGNED CAN BE DONE ELECTRONICALLY IN PDF FORMAT AND SENT TO nepbid@unicef.org (Bids sent and/or copied to any other email ID will be considered invalid). The submission subject line should have the bid number and name. UNICEF will only accept proposals submitted via email.

Offers MUST be received before midnight **24:00hrs (Nepal Time)** on **17 January 2023**. LRPS received after the stipulated date and time will be invalidated.

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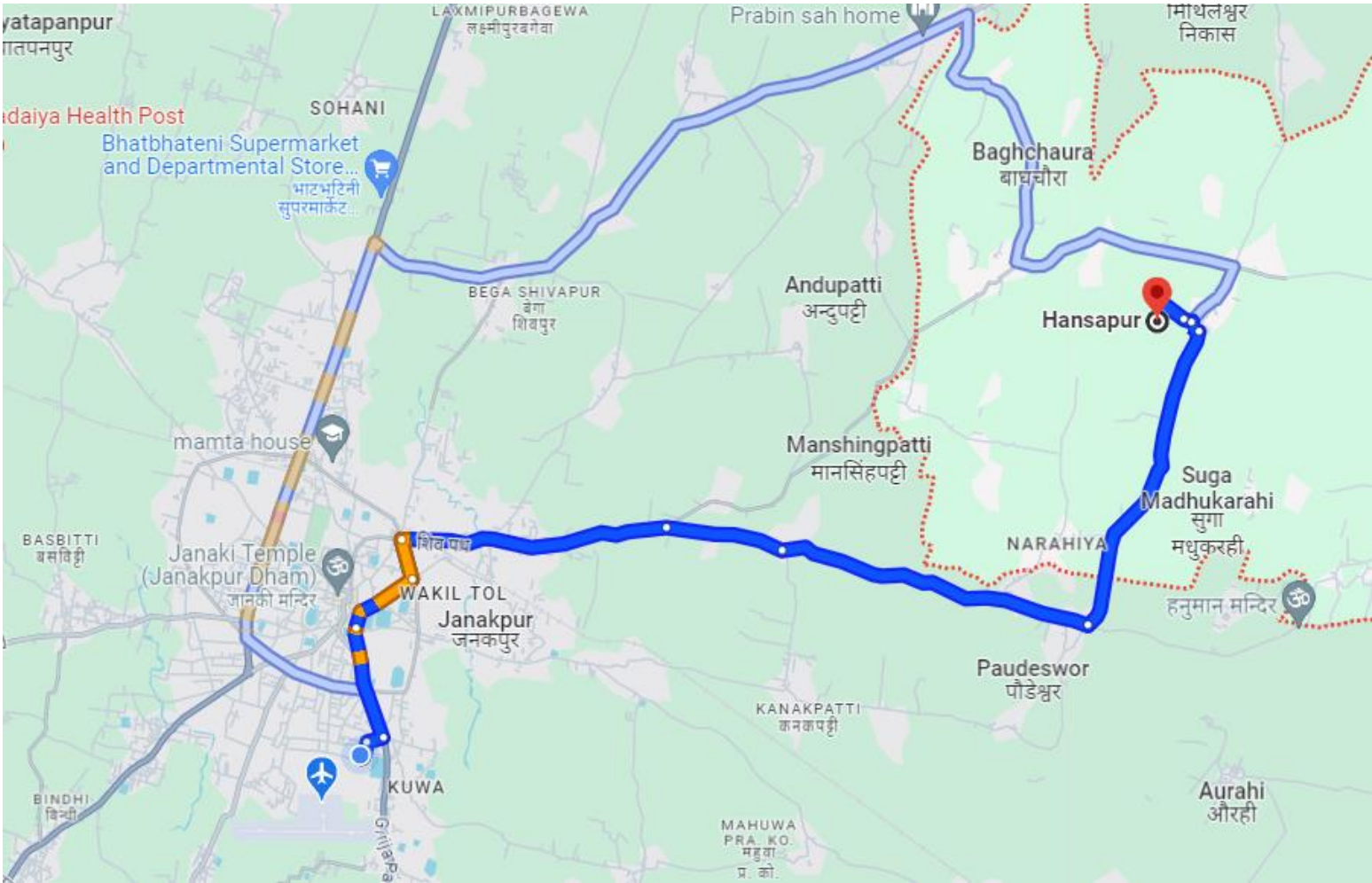
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Presentation outline

- Background
- Rationale
- Objectives
- Location/working areas
- Scope of works
- Working strategies
- Deliverables
- Evaluation criteria
- Q/A



Working areas



Rationale

- ***Data and evidence generation*** that analyses the ground water and water recharge trends and predicts the future potential by districts/river basin.
- ***Policy and plan*** that help local government and provincial government to act towards optimum utilization of ground water resource management.
- ***Early warning system*** that provides early warning system of potential problems such as declining water levels, water contamination, over extraction and others. It helps to mitigate the chances of drought and it's impact and alert for the preparedness of any kinds of water related emergencies.
- ***Water resource management and environmental protection*** is vital for overall purposes (drinking, agriculture, industry) and helps protect the ground water related water eco-system.
- ***Groundwater vulnerability*** that assesses the water quality by testing contamination (both biological and chemical like, heavy metals, iron, manganese, and arsenic etc.).
- ***Dependency on ground water*** that to be analyzed and suggestion to be with drawn to ensure that the groundwater is protected as the main source of water for all purposes.

Objectives

- To conduct a hydrogeological assessment of the affected area, the study should include: a desktop study to summarizing existing knowledge and information, including aquifer types (unconfined, confined, semi-confined), aquifer extents vertically and horizontally, aquifer properties, water availability and use (amount in storage, abstractions from boreholes or springs, baseline water level information, water quality especially regarding salinity, arsenic, and bacteria) to review changes in ground water levels and quality over time in either single or multiple aquifers. Additionally, the assessment should incorporate climate data such as rainfall and evapotranspiration, along with relevant hydrological information and knowledge on surface water bodies such streams, rivers, or lakes. To evaluate pre-feasibility of managed aquifer recharge in the drought-vulnerable areas as per the attached pre-feasibility/feasibility checklists.
- To design and implement Managed Aquifer Recharge (MAR) techniques at appropriate scales as an adaptation measure to climate change causing water scarcity based on feasibility studies outlines above given available capacity and resources.
- To design a groundwater monitoring network based on clear rationale and objectives in line with existing monitoring networks.

Scope of works

1. Desktop study on hydrogeology of the programme area.
 2. Mapping of national, provincial, and local stakeholders engaged in the ground water related works in Madhesh province and specifically for Hansapur Municipality.
 3. Initial field visit to establish ground conditions and potential boundaries/bottlenecks for both groundwater monitoring and managed aquifer recharge.
 4. Design groundwater assessment tools and manage aquifer recharge pre-feasibility study with right stakeholders.
 5. **Following groundwater assessments, sites for monitoring to be chosen in consultation with local hydrogeological experts, local authorities and communities.**
 6. **Support to the programme Palika to design and develop monitoring systems of the boreholes and monitor multiple aquifers if they exist at that site. The rational for monitoring will be pre-defined (water resource monitoring including discharge, vulnerability, water quality) baseline monitoring outside impact areas, and or compliance monitoring.**
 7. **Dedicated monitoring of the boreholes to have data loggers installed for the continuous measurement of water levels, water temperature and electrical conductivity with necessary capability to allow remote monitoring and transfer to web-based databases.**
 8. **Review, redesign and install ground water recharge pits and rain water harvesting based on the geological standard or ground water network .**
 9. Design feasibility study based on groundwater assessments.
 10. **Provide technical support for new community water supply systems in close consultations with local authorities.**
 11. **Suggest sustainability check of the water supply project as identified by the project team.**
- **Develop knowledge products and share the good practices of the project to a wider stakeholder group.**

WORKING MODALITIES AND /STRATEGIES...

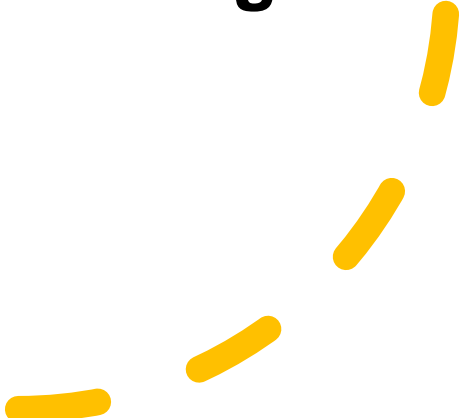
- The programme will be led by the local government (Hansapur Municipality). UNICEF (United Nations International Children's Emergency Fund) will provide financial and monitoring support to the implementing partners in collaboration with provincial government and local government.
- UNICEF will directly release the funds to the implementing partner for technical support based on the institutional agreement in different instalments.
- A private sector company or institution who has experiences in groundwater monitoring and recharge efforts will be hired for the defined technical support and execution.
- UNICEF team comprising of national staff, national consultant and an international expert will provide overarching technical guidance, as required.
- The ministry concerned (Ministry for energy, irrigation, and water supply) will lead at province level and provide technical support and any backstopping as and when required.
- UNICEF Nepal will provide partial financial and technical support to the Palikas for system strengthening.

WORKING MODALITIES AND /STRATEGIES

- **Leadership and ownership of the programme:**
 - **This includes local government's leadership and communities' ownership.**
- **Stakeholder's engagement:**
- **Research and evidence generation:**
- **Community engagement:**
- **Selection of control and programme areas (Recharge area and non-recharge areas): T**
- **Technologies:**
- **Programme management**

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DELIVERABLES

- I. Prepare and submit Inception report**
 - II. Report on selection of programme areas**
 - III. Report on ground water recharge system installation**
 - IV. Submission of Mid-term report**
 - V. Report of ground water monitoring:**
 - VI. Submission of final report**
- 
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Evaluation Process

- ☐ **Preliminary Examination**
- ☐ **Technical Evaluation**
- ☐ **Financial Evaluation**

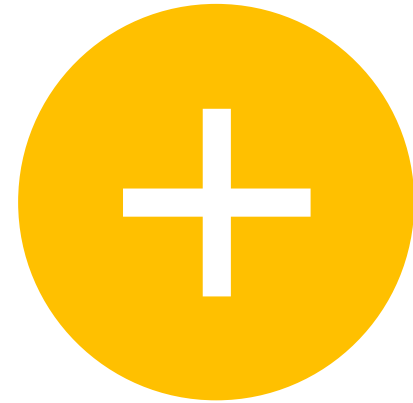
EVALUATION WEIGHTING CRITERIA



WEIGHTAGE FOR TECHNICAL
PROPOSAL = 70 %



WEIGHTAGE FOR FINANCIAL
PROPOSAL = 30 %



TOTAL SCORE = 100%

Administrative check/pre-screening



SUBMISSION OF PROPOSAL (TECHNICAL & FINANCIAL) IN TWO SEPARATE FILE/ ATTACHMENT. AND TO ASSURE THAT **VENDORS HAVE NOT INCLUDING ANY FINANCIAL PRICE IN THEIR TECHNICAL PROPOSAL.**



LEGAL COMPANY REGISTRATION / BUSINESS REGISTRATION FOR SUCH ASSIGNMENT



DECLARATION FORM (PG 3 -5 IN THE BID FORM) FILLED IN.



POWER OF ATTORNEY TO SUBMIT PROPOSAL



VENDOR REGISTRATION FORM (FOR NEW VENDOR AS PER OUR TEMPLATE)



FINANCIAL AUDIT REPORT FOR LAST 2 YEARS.



VAT REGISTRATION (ONLY FOR NATIONAL FIRM)



VAT CLEARANCE CERTIFICATE OF LAST FISCAL YEAR (ONLY FOR NATIONAL FIRM)

6. LRPS – Brief Overview

- Bid Form**

Declaration

The undersigned, being a duly authorized representative of the Company, represents and declares that:

1.	The Company and its Management: have not been found guilty pursuant to a final judgment or a final administrative decision of any of the following:	YES	NO
	a. fraud	<input type="checkbox"/>	<input type="checkbox"/>
	b. corruption	<input type="checkbox"/>	<input type="checkbox"/>
	c. conduct related to a criminal organisation	<input type="checkbox"/>	<input type="checkbox"/>
	d. money laundering or terrorist financing	<input type="checkbox"/>	<input type="checkbox"/>
	e. terrorist offences or offences linked to terrorist activities	<input type="checkbox"/>	<input type="checkbox"/>
	f. sexual exploitation and abuse;	<input type="checkbox"/>	<input type="checkbox"/>
	g. child labour, forced labour, human trafficking;	<input type="checkbox"/>	<input type="checkbox"/>
	h. irregularity (non-compliance with any legal or regulatory requirement applicable to the Company or its Management).	<input type="checkbox"/>	<input type="checkbox"/>

**The Technical
Proposal
should
include but
not be limited
to the
following**

Methodology

Company Profile

References

Work Plan

Team Composition

CV's

Recent Financial Audit Report

Any project dependencies or assumptions

Technical Proposal:

- **Institutional Capacity
(Organization and key personnel)
(45 points)**

1. **Institutional Capacity (25 points)**

The Technical Proposals will be evaluated against the following:		
REF	CATEGORY	POINTS
1	Overall response: <ul style="list-style-type: none"> • Completeness of response- mandatory (failure of submitting required documentation mentioned in the ToR (Terms of Reference) lead to incompleteness) • Overall concord between RFP (Requests for Proposals) requirements and proposal 	Pass/Fail
2	Institutional Capacity (Organization and key personnel) (45 points) 2.1 Institutional Capacity (25 points) <ol style="list-style-type: none"> a) 5 years -General experience of Firms (Lead Partner of JV partner) b) Specific Experience: At least 2 similar work satisfactory completed (Experience letter is required) (experience of 50 soak pit will be considered 1 assignment) c) Average financial Turnover of USD 50,000 (best three of last five years) 2.2 Proposed structure and composition of the team for this assignment, including the academic qualifications, experience and skills of the lead researcher and key technical personnel along with their CVs. (20 points) <ul style="list-style-type: none"> • Team leader : Master in Hydrology and at least Five years' experience • Engineer: Bachelor in Civil engineering or hydrology and at least three years' experience • Data Monitor: Intermediate pass or vocational training in engineering and at least 1 year experience in social mobilization 	10 10 10 10 7 3
3	Proposed methodology and approach: (20 marks) <ul style="list-style-type: none"> • Detailed proposal with main tasks, including sound methodology to achieve key outputs (Annex B must be fully understood and reflected in the proposal) • Proposal presents a realistic implementation timeline 	14 6
Total Technical Score		70

**The Financial
Proposal
should
include but
not be limited
to the
following**



Resource costs



Conference or workshop costs (if any)



Travel Costs



Cost of construction of Recharge Pit (Drawing is attached for estimation. It can be revised based on mutual discussion with in the same cost)



Any other costs (if any)



Indicate nature and breakdown

Financial Scores

Financial Proposal: maximum number of points will be allotted to the lowest price proposal

Assure that Financial Proposal is in line with ToR and proposed Technical Proposal's methodology and Work Plan

$S_f = 30 \times F_m/F$, in which S_f is the financial score, F_m is the lowest price and F the price of the proposal under consideration.

Instruction to Bidder

Bid Submission Requirement

- **Only** Electronic submission at: nepbid@unicef.org
- **Important:** Proposals are not to be sent to the Individual stated above. Any proposal sent to the Above-Named individual will be disqualified.
- Two separate electronic files for the Technical Proposal and the Financial Proposal
 - Technical Proposal file clearly named as '**Agency Name - Technical Proposal – “LRPS_2023_9187768”**
 - Financial Proposal file clearly named as '**Agency Name - Financial Proposal- “LRPS_2023_9187768”**
- Prices or rates shall only be mentioned in the financial proposal and should not appear in any part of the technical proposal.
- **Proposals received in any other manner will be invalidated.**
- Queries can be sent on: nepalsupply@unicef.org (72 hours before bid closure)
- Offers **MUST** be received before midnight **24:00hrs (Nepal Time) on 17th Jan 2024**

General Terms and Conditions

- ☐ UNICEF's General Terms and Conditions of Contract will apply to any contract(s) awarded in connection with this proposal.
- ☐ By signing the Request for Proposal for Services Form, each Proposer is deemed to have confirmed its acceptance of the UNICEF General Terms and Conditions.

Ethical Standards

- ☐ UNICEF's Ethical Standards of Contract will apply to any contracts awarded in connection with this proposal.
- ☐ By signing the Request for Proposal for Services Form, each Proposer is deemed to have confirmed its acceptance of the UNICEF Ethical Standards in paragraph 3, page 16 of this proposal.

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Questions?



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Thank You !!

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