



Shailung Rural Municipality Office of the Rural Municipal Executive

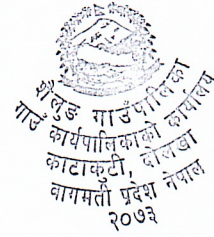
Katakuti, Dolakha
Bagmati Province

Request for Proposal
for

Consulting Services

for

Preparation of Detailed Project Report of Golmoraja
Golmarani Kshetra Purwadhhar Nirman

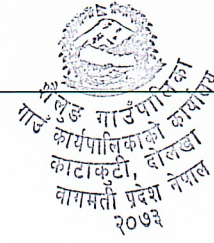


Issued by:

Shailung Rural Municipality
Office of the Rural Municipal Executive
Katakuti, Dolakha

SRM/SQ/CS/03-2081/082

सञ्चालक कार्यालय
प्रमुख प्रशासकीय अधिकृत



SECTION 5. TERMS OF REFERENCE

Preparation of Detailed Project Report of Golmoraja Golmarani Kshetra Purwadhar Nirman

1.0 OBJECTIVE AND SCOPE OF WORK

The scope of work of consulting service includes overview of surrounding settlements, topographic survey of study area, identification of the available resources, preparation of development plan, preparation of cost estimates, drawings and report. The overall objective of the assignment is to prepare a local area master plan for Asthetic view in the Municipal region and overall development of the project area.

The Consultant will, under these Times of Reference (TOR) carry out activities and deliver services and documents as follows:

1. Consultant shall conduct Topographic survey using appropriate methods.
2. The site plan of the proposed design program has to be prepared responding to the local site conditions and features after visiting the proposed site.
3. Preparation of conceptual architectural design of Falam Pokhari Park along with gardening, design of gate and other related facilities as well as landscape design.
4. Preparation of Master Plan of Park with extended facilities.
5. Preparation of detailed architectural drawings, detailed cost and quantity estimate.
6. Preparation of 3-D modelling without minute details.

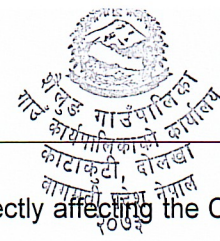
2.0 STUDY METHOD

Field work and study: A preliminary site visit consisting of the Core Team members shall be carried out by the design team with a view of enabling team members to observe and document first-hand information regarding the existing condition of the site.

Primary data collection mainly includes the observation at site and discussions with the concerned officials for the identification of the practical criteria needed in the site. The existing physical infrastructure shall be primarily collected and the socio-cultural context of the area shall also be collected primarily.

Topographical Survey of Proposed Sites: The team shall conduct Engineering Survey at the site for determining the topography of the building site. Topographical survey shall be conducted with Total Station within required accuracy or any other appropriate methods.

Conceptual Master Planning and Landscaping: The consultant shall prepare a Master Plan that updates the previous master plan and sets vision, goal, objectives, strategies and actions of conservation, its development and management. The space requirements for the master plan and design shall be calculated through various activities: meetings and study of norms. The team shall



have interaction municipal personnel and supporting staff, directly or indirectly affecting the Client. A master plan will be prepared with the space allocations.

The consultant shall provide suitable space for the following master planned components:

- Water Bodies, Trees, Lawns
- Park Benches, Oat
- Children Play Area
- Security Call Booth, Guard House
- Walking Paths
- Cleanliness like Rest rooms/ Toilets, Trash Cans.
- Small Tea / Coffee Shop
- Resting sheds & chautara
- Vehicular parking spaces with ease in entry and exit.
- Open space Development
- Entrance Gate and so on.
- Beautification of park

Architectural Design and Working Drawings: Architectural Design shall be based on the common practices, Nepal Building Code; NBC 106:2003, the concept of the stupa finalized through discussion shall be detailed. Later, the final architecture design together with its working drawings shall be submitted to CLIENT. 3D modelling will be prepared after the finalization of conceptual plan. The Architectural drawings shall comprise the 3D rendered drawing.

All design works shall be in compliance with Nepal National Building Code (NBC), 2060. The concept of the stupa shall be prepared in close coordination with the expert designated by Client from the beginning of the project period. The consultant shall visit the site for finalizing the site- specific design. The consultant in consultation with the Client and related organizations shall prepare detailed architectural design and drawings of the stupa. The architectural details shall be in compliance with NBC 206:2003 regarding the provisions for physically disabled people. The consultant shall prepare architectural design drawing (1:100) and detailed architectural and engineering working drawings acceptable to Client, in suitable and presentable scales (working drawing in 1:50 and other details in the range of 1:5 to 1:20).

Structural analysis and Drawings: Based on the approved Architectural design, Structural analysis shall be done to design safe, economic, stable, efficient structures which then shall safe guard the lives of the people in the state of earthquake disasters. While designing a structure great emphasis shall be given for seismic analysis, as natural disasters like earthquake on perspective of Nepal have been a great catastrophe on existence as well as wealth due to worst scenario it can create. The analysis of the structure shall be done in the most realistic approach with the help of standard engineering software and its design shall be fully compliance with various stipulations of Standard



code of practice like Nepal National Building Code; Seismic Design of Building in Nepal (NBC 105), Code of Practice for Plain and Reinforced Concrete I.S. 456-2000, HANDBOOK ON CONCRETE REINFORCEMENT AND DETAILING; SP34 and Criteria Earthquake Resistant Design Structures I.S:1893:2002.

Detail Estimate, Rate Analysis and BoQ: Quantity of each item shall be calculated using spreadsheet. The Rate Analysis for the estimate purpose shall be based on GoN Norms for Rate Analysis. The unit rates shall be adopted for current fiscal year as well as prevailing market rates. Based on the approved technical specification from Client, the consultant shall prepare detailed cost estimates for civil works of the project. This includes estimation or calculation of quantities required and expenditure likely to be incurred in construction of a work.

3.0 Drawings and reports:

Draft Report: One copies of draft design Report shall be submitted within **1 months** from the issuing date of work order. Contents of the report shall be approved by the client, which is expected to include largely completed tasks as follows.

- Field work and the topography map of the site
- Working drawings
- Detail Estimate, Rate Analysis and BoQ

Final Report: Three copies of final report and drawings along with two digital soft copies shall be submitted to the client. Regular and upto date co-ordination between thw client and consultant shall be done throughout the project including the survey, masterplanning and design as well as cost estimation. The study should be completed within period of **1 months** from the date of contract agreement.

All reports shall be prepared in English and system of measurement shall be in the metric system except otherwise mentioned. All report except drawings shall be in A4 size paper.

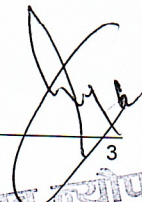
Scales and sizes of the drawings shall be agreed upon between the consultant and municipal at the beginning of the conceptual planning stage. Preference shall be given to A3 size.

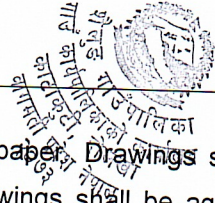
4.0 SUBMISSION OF REPORTS

The consultants should furnish following reports in requisites manner within specified time period.

Final Report- three copies

During all phases of report preparation special attention to ease in the understanding of the language used and drawings presented should be given. More use of graphical presentations should be made to enhance the comprehensibility of the reports.


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The reports should be in produced in English presented in A4 size paper. Drawings should be prepared preferably in A3 size paper, however size and scale of drawings shall be agreed with Municipality at beginning of the service.

5.0 PRESENTATION OF REPORT

The consultant may be asked to present the report before the committee appointed by the Shailung Rural Municipality, Office of the Rural Municipal Executive, Katakuti, Dolakha after submission of the draft report with aid of audiovisual interpretation.

6.0 TIME SCHEDULE

The consultant shall commence the work within the time mentioned in this ToR and shall be submitted Shailung Rural Municipality, Office of the Rural Municipal Executive, Katakuti, Dolakha to fit in with the schedule as follows:

Final Report: Within 1 months ater the contract agreement.

The study should be completed within period of 1 months from the date of contract agreement.

7.0 PAYMENT SCHEDULE

100% of the contract amount after submission of final report.

8.0 USE OF COMPUTER

Consultants are encouraged to use computers and appropriate software. But the software to be used in engineering design works must be approved in advance by the client. Further, the reports should contain adequate information on methodology adopted in the programme, summarized flow diagram, description of formula used in the programme, data required for input and results obtained in output etc. It does not however apply to word processing software, but formula used in spreadsheet must be described. The consultant needs to submit the softcopy of the drawings, detail cost estimate compatible in a format acceptable to the client.

9.0 DEFECT LIABILITY


Submission of the final reports does not relieve the consultant from their responsibility to the design. They shall bear full responsibility for the data analysis and design.





10. TEAM COMPOSITION

S.N	Position	Qualification
1	Team Leader/Urban Planner	Master's Degree in Architecture/Planning with 7+ years of experience after Masters degree.
2	Architect	Bachelor Degree in Architecture with 5+ years of experience after Bachelor degree.
3	Structural Engineer	Master's Degree in Structural Engineering with 5+ years of experience after Masters degree.
4	Electrical Engineer	Bachelor Degree in Electrical Engineering with 5+ years of experience after Bachelor Degree
5	Civil Engineer/Quantity Surveyor	Bachelor Degree in Civil Engineering, Quantity Surveying, or related field with 5+ years after Bachelor Degree
6	Sub Engineer/Draft Person	Diploma in Civil Engineering or relevant field
7	Surveyor	Diploma in Civil Engineering


सुनिब ज्योपाजे

Shailung Rural Municipality
Office of the Rural Municipal Executive
Katakuti, Dolakha
Bagmati Province, Nepal



Bill of Quantity

Project Name: Preparation of Detail Project Report of Golmoraja Golmarani Kshetra Purwadhaar Nirman.

Location: Shailung-5

S.N.	Description of work	Unit	Quantity	Rate (In figure)	Rate(In words)	Total Amount	Remarks
A	Preparation of h Detail Project Report of Golmoraja Golmarani Kshetra Purwadhaar Nirman.	no	1				
				Total (A)			
				13% VAT			
				Grand Total Rs.			

Prasad
 Mr. Harko Ghoshal
 Mr. Harko Ghoshal

[Signature]

Shailung Rural Municipality
 Office of the Rural Municipal Executive
 Katakuti, Dolakha
 Bagmati Province, Nepal