

Government of Nepal
Ministry of Energy, Water Resources and Irrigation
Department of Hydrology and Meteorology (DHM)
Building Resilience to Climate-Related Hazards (BRCH) Project, Kathmandu
(Pilot Program for Climate Resilience - PPCR) Project ID. No. P127508
REQUEST FOR EXPRESSIONS OF INTEREST

(First Publication Date: **May 07, 2019**)

COUNTRY: Nepal

Grant No.: TF 013665-NEP

Loan No: TF013557

NAME OF PROJECT: BUILDING RESILIENCE TO CLIMATE-RELATED HAZARDS (BRCH) PROJECT **Reference No. PPCR/DHM/S/CQS-55**

Assignment Title: Consulting Services to Design, Conduct and Analyze an End-line Survey on Users Satisfaction with Service Delivery by DHM

The Department of Hydrology and Meteorology has received financing from the World Bank toward the cost of the Building Resilience to Climate-Related hazards Project and intends to apply part of the proceeds for consulting services. The project aims to strengthen the capacity of the Department of Hydrology and Meteorology to meet Nepal's need for timely and accurate weather, climate and water related information and alert services. The main objective of this assignment is to hire a consulting firm i) to develop a framework to conduct **End-line** Survey for assessing the post-project state of service delivery by DHM. ii) conduct **End-line Users Satisfaction Survey** and iii) to prepare a study report by assessing the level of satisfaction among key users (respondents) of DHM services..

The Implementation period is within **4 months** from the date of signing the contract.

Details of the services are included in the Terms of reference which may be obtained from DHM/ BRCH or can be downloaded from website of the Department of Hydrology and Meteorology (www.dhm.gov.np/notices).

The DHM/BRCH now invites eligible consulting firms ("Consultants") having:

1. At least 9 years of Experience in the field of baseline and end-line/user's satisfaction survey, more years is considered as advantage
 2. Documentary evidence of at least 5(Five) project /assignment (more assignments is an advantage) on Baseline and End line User's Satisfaction Survey;
 3. Clear understanding of the assignment In terms of clarity of methodology and the approach.
 4. Provision of CV's of the assigned staff and other documentary evidence as a proof of meeting requirements
- Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

The other short listing criteria beside mentioned above are:

1. Demonstrate capability to handle the assignment solely or in joint venture, and be able to put-together the necessary team, operational necessities and financial resources.
2. Have a proven track record in developing and conducting various types of, studies, monitoring and impact evaluations and conducting surveys (in urban and rural settings) as well as in management and analysis of qualitative and quantitative data.
3. Have extensive knowledge and experience in conducting focus group discussion, key informants interview and using participatory methodologies.
4. Have extensive knowledge and experience in analyzing qualitative and quantitative data
5. Have a track record for timely delivery of agreed outputs/deliverables within agreed timeline and budgets.

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers [January 2011, revised July 2014] ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications. Interested firm/s must submit its **business/professional registration certificate/s along with its confirmed validity period to date, Tax Clearance Certificate up to FY 2017-18 (2074/75), VAT/PAN Registration Certificate duly certified by a notary as per law of country and Self declaration Letter of not being ineligible up to submit Date.**

Firms shall be assessed and compared using criteria relevant to assignment as stated in Terms of Reference, hence the firm shall submit documents required to support with evidence so as to demonstrate the qualification and experiences of the firm. A Consultant will be selected in accordance with the Selection Based on Consultant's Qualification (CQS) method set out in the Consultant Guidelines.

Only the selected/shortlisted firms shall be asked to submit separate Technical and Financial proposals based on Request for Proposal (RFP) for the assignment and, those firm/s whose Technical scores are declared successful shall be informed to open the financial proposal/s prior to final listing of selection. The firm scoring highest in CQS shall be invited to negotiate a contract. Both technical and financial aspects of the proposal may be negotiated.

Further information can be obtained at the address below during office hours [10:00 to 17:00 hours]. Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail)

Last date of submission: **May 25, 2019 at 12.00 Noon**

Opening date of EOI: **May 25, 2019 at 01.00 P.M.**

If the last date of submission happens to be holiday, the next working day will be the last date for submission.

DHM/BRCH reserves the right to shortlist or not to shortlist any or all the firms without assigning any reason whatsoever.

Attn: Rajendra Sharma, Senior Divisional hydrologist/ Head (Procurement Unit)

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