

Terms of Reference of Engineering Consultancy

For Carrying out Design, Estimation, Preparation of tender documents and facilitation for evaluation for Community Library and Resource Centre Building at Letang Bazaar, Ward no 3, Letang Municipality, Morang.

READ Nepal is a national, non-profit, and non-governmental organization collaborating with rural villagers for the mission to build Community libraries and Resource Centers paired with sustaining enterprise as a vehicle for the social and economic transformation of the community since 1991. READ inspires and empowers communities to create prosperity through providing access to relevant information, knowledge, and resources, increasing economic opportunity for the community, empowering women & youth, and providing a lifelong learning opportunity to the community people. READ has its project throughout 43 districts of Nepal through supporting on building 70 community libraries and resource centers.

1. Purpose of this ToR

The purpose of this ToR is identification and selection of qualified and motivated Engineering Consultancy to provide their services for Design, Estimation, Preparation of tender documents and facilitation for tender evaluation for Community Library and Resource Centre Building at Letang Bazaar, Ward no 3, Letang Municipality, Morang.

2. Eligibility Criteria

In order to be eligible, the consultant must meet the following criterias.

General Criteria:

- Availability of Legal documents (Firm Registration, VAT registration)
- Tax clearance of FY 2078/79

Experience:

- Experience in design of at least 1 public building (preferably Library building) with minimum plinth area of 1500 sq.ft.

3. Roles and Responsibility of Consultant

The major responsibilities of the Consultant are, but not limited to, as follows:

- Provide legal documents of the consultant to READ Nepal
- Field visit prior to design and meet with LMC/ Local Government/ Stakeholders for queries/ requirement collection
- Draft design of building as per READ Model and requirement collection and revision if necessary. (Note: Typical READ Model building could be a 2.5 storeyed building of Plinth area of approx. 1500 sq.ft., however final design depends upon the requirement of the community)
- Final design of the building after approval of draft design including the following
 - Architectural, Structural, Electrical and Sanitary Drawings
 - 3D of the building with images
- Submit Rate analysis including Lead, Quantity Estimation and Costing in standard format as provided by READ Nepal and necessary revisions if any
- Preparation of tender documents
- Coordinate with READ Nepal
- Facilitate for tender evaluation

4. Responsibility of READ Nepal

- READ Nepal shall facilitate the consultant for coordination with LMC, Local Government and Stakeholders.
- READ Nepal shall provide topographic map and geotechnical investigation report of the corresponding site to the consultant.