



**Sudurpashchim Province Government
Ministry of Physical Infrastructure Development
Provincial and Local Road Improvement Program (PLRIP)
Provincial Project Management Unit (PPMU)
Dhangadhi, Kailali**

Terms of Reference (ToR)

For

Senior Lab Technician (SLT)

Reference No: PLRIP/SUPA/CS/INDV/SLT/082-83

Contract ID: PLRIP/SUPA/CS/INDV/SLT/27/082-83

PLRIP/SUPA/CS/INDV/SLT/28/082-83

PLRIP/SUPA/CS/INDV/SLT/29/082-83

PLRIP/SUPA/CS/INDV/SLT/30/082-83

PLRIP/SUPA/CS/INDV/SLT/31/082-83

PLRIP/SUPA/CS/INDV/SLT/32/082-83

1.0 INTRODUCTION

- 1.1 Government of Nepal (GoN) has received the development credit to implement the Provincial and Local Roads Improvement Program (PLRIP), from the International Development Association (IDA). A part of this financial assistance is to be used for hiring consultancy services through individual consultant(s) in the capacity of Senior Lab Technician (SLT)
- 1.2 Main objective of the program is to enhance all-weather connectivity, efficiency, and resilience of provincial and local road networks, provide critical connectivity to remote municipalities that are not yet connected to the national or provincial road network and strengthen the capacity of the participating governments. Followings will be the components of PLRIP:

Component 1: Enhancing efficiency and resilience of Provincial Roads and Bridges:

- Up-gradation, rehabilitation, improvement of selected Provincial Roads and bridges
- Periodic maintenance of existing Provincial Roads and Bridges
- Routine and recurrent maintenance of existing Provincial Roads and Bridges
- Development of community-led complementary/associated climate-smart infrastructure facilities along the roadside.

Component 2: Enhancing all-weather connectivity and access to Municipalities:

- Construction, up-gradation of Local Roads and Bridges to prioritized unconnected very remote Local Level centers and villages.
- Undertaking of pilots to improve access in very remote/remote locations through non-motorized transport and alternative means of access,

Component 3: Strengthening Governance System and Capacity:

Component 4: Road safety management:



Component 5: Contingent Emergency Response Component (“CERC”).



- 1.3 PLRIP is implementing through province governments and local levels in close coordination with federal government. Central Program Coordination Unit (CPCU), established under Department of Local Infrastructure Development (DoLID) will be in coordination role from the federal government and Infrastructure Development Offices (IDOs) and Technical Unit participating local levels will be the main implementing bodies of this program. Provincial Program Management Unit (PPMU) established under MoPID in Sudurpashchim province is managing the program in province level. Project Management Consultants (PMCs) to be based at PPMU has been hired/will be hired to support PPMU and Road Maintenance Sub-Engineer will be hired to support IDOs of the provinces in construction supervision of routine and periodic maintenance of roads. For first phase, PLRIP is under implementation in three participating provinces (Madhesh, Sudurpaschim and Karnali) including some selected Rural/Municipalities.
- 1.4 The PLRIP, PPMU Sudurpashchim Province now intends to hire an individual consultant as Senior Lab Technician (SLT) to be based at respective IDO's to support the IDO in project implementation and quality control. The Consultant shall work under the management/supervision of respective IDO where he/she has been assigned by PPMU and in close coordination/guidance by the Project Management and Quality Control Specialist (PMQCS) working at IDO.

2.0 OBJECTIVES OF THE CONSULTANCY SERVICES

2.1 General

The main objective of the consultancy services is to enhance the institutional capacity of the participating Infrastructure Development Office (IDO) in road transport sector and assist for material testing as per QAP, and quality control of road works in filed level.

2.2 Specific

The specific objectives of the consultancy services are as follows:

Project Support Sub- Engineers will undertake the following tasks, among others:

- To carry out all the required test as per the specified in Quality assurance plan (QAP);
- Assist IDO to make their Material Testing Laboratory (MTL) functional,
- To support the IDO for implementation of Quality Assurance and Quality Control System.
- To maintain the all required test result in well manner,
- To ensure the quality of construction material,
- To ensure the quality control by taking necessary test as per specified in QAP,
- Coordinate with contractor Personnel's and prepare the schedule during construction works for taking the test and maintain the frequency as per QAP,
- Maintain all the records and reports according to the PLRIP requirements,
- Accomplish other task related to engineering/technical aspect as per need of the project assigned by the PPMU/IDO,
- Others as and when required by IDO in connection with the project works.



3.0 SCOPE OF THE CONSULTANCY SERVICES

The consultant shall have to work under the management of IDOs for the overall maintenance of road works. He/She shall work under the guidance of IDO chief or his/her authorized representative. The consultant shall however ensure that the services carried out are fully adequate to attain the objectives set out in **Para “2,”** of this Terms of Reference (ToR).

4.0 MINIMUM QUALIFICATION REQUIRED FOR ELIGIBILITY

The applicants must satisfy the following eligible criteria.

- The applicant must have Diploma in Civil Engineering or equivalent from a recognized University/Institution.
- Minimum Five (5) year of general experience after Diploma in Civil Engineering.
- Relevant trainings will be an advantage,

5.0 SELECTION METHOD

The consultant selection shall be based on the *Procurement Regulations for IPF Borrowers Fifth Edition September 2023* (“Procurement Regulations”), Open Competitive Selection of Individual Consultants.

6.0 CONSULTANT’S REPORTING OBLIGATIONS

The Consultant shall deliver the following reports every month to the IDO and respective Provincial Project Management Unit (PPMU), Project Management and Quality Control Specialist (PMQCS) in the agreed standard format:

- Financial report comprising of all the project expenditure
- Maintenance supervision report
- Other reports as asked by IDO and PPMU in connection with the project work.

Note: Electronic copy of each report has to be submitted.

7.0 REMUNERATION AND LOGISTIC SUPPORT TO THE CONSULTANT

The Consultant shall be provided with the remuneration and other logistic supports as below:

- The Consultant’s remuneration per month shall be finalized through negotiation within the ceiling of the budget; exclusive of VAT. The date of negotiation will be informed immediately after the submission of the financial proposal. The remuneration includes travel cost and DSA.
- In case of failure of negotiation, the consultants in waiting list in order of merit will be called on for negotiation.
- The price escalation is not applicable to this consulting service.
- The Consultant shall be paid by PPMU/IDO every month on the submission of his/her invoice and time-sheet with the obligatory reports as mentioned in subsequent **Para"6”**. The invoice must be associated by the consultant's VAT bill having readable PAN.
- The office space and working furniture (Table & chair) will be provided to the consultant within premises of IDO.



- The IDO shall avail the electricity, internet and printing facility to the consultant during working hours.
- The consultant shall have his/her own laptop for working.

8.0 DURATION OF CONSULTANT'S SERVICES

- The duration of the Consultant's services shall be not more than three (3) years in fulltime basis. The services shall start tentatively from June 2026. The contract shall be terminated if the program does not need the consultant's service due to the program's internal management or unsatisfactory performance of the consultants as evaluated by the IDO/PPMU. Performance evaluation of the consultant will be made in every six (6) months.
- In case of termination of the contract on part of the program (client); the client will inform the consultant in writing one (1) month before.
- If the consultant wishes to leave the project; he/she shall mandatorily inform the IDO/PPMU in writing two (2) months before leaving the program.

9.0 TAXATION

- The Consultant shall be fully responsible for all taxes imposed by the Government of Nepal. The Consultant must be 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 plan he/she takes up.

10.0 AGREEMENT

- The Consultant shall be required to enter into an agreement with the PLRIP-PPMU on time- based contract.

11.0 Miscellaneous

- PPMU Sudurpashchim shall prepare the ranking of standing list from this REOI for financial negotiation to mobilize the consultant as and when required. If the position of selected consultant becomes vacant, Ther replacement will be done from the standing list within 1 (One) year from the date of shortlisting.