



Request for Expression of Interest

Government of Nepal

Ministry of Infrastructure Development

Department of Local Infrastructure Development (DoLID)

Road & Bridge Section

Second Date of Publication: 2083-06-24 B.S.

Name of Project: Procurement of Various Individual Consultant

1. Government of Nepal (GoN) has allocated fund **toward the cost Procurement of Various Individual Consultant** and intends to apply a portion of this **fund** to eligible payments under the Contract for which this Expression of Interest is invited for **National Consulting Service**.
2. The **DoLID** now invites Expression of Interest (EOI) from eligible individual consultants ("consultant") to provide the following consulting services:

S.No	Description of Item	Numbers	Remarks
1.	Procurement of Motorable Bridge Expert	3	
2.	Procurement of Hydrologist Expert	2	
3.	Procurement of Geotechnical Expert	2	

3. Interested eligible consultants may obtain further information and EOI document free of cost at the address Road & Bridge Section, DoLID, Shreemahal, Pulchowk, Lalitpur during office hours on or before 2083-06-30 B.S. or visit the client's website **www.doli.gov.np**
4. Expressions of interest shall be delivered **manually to the address** Road & Bridge Section, DoLID, Shreemahal, Pulchowk, Lalitpur on or before 2083-07-09 B.S. at 12:00 Noon and shall be opened on 2083-07-09 B.S. at 13:00 Hours.
5. In case the last date of obtaining and submission of the EOI documents happens to be a holiday, the next working day will be deemed as the due date but the time will be the same as stipulated.
6. EOI will be assessed based on **Qualification 30%, Experience 60% and Capacity 10%** of consulting firm and key personnel. Based on evaluation of EOI, only shortlisted firms will be invited to submit technical and financial proposal through a request for proposal.
7. Minimum score to pass the EOI is **60 marks**.

-Section Chief



Expression of Interest (EOI)

**Title of Consulting Services
Procurement of Various Individual Consultant**

**Method of Consulting Service
*NCB***

Project Name: Procurement of Various Individual Consultant
EOI : *IC/208387-Bridge_01*
Office Name : *Department of Local Infrastructure Development*
Office Address: *Shreemahal, Pulchowk, Lalitpur*
Issued on: 2083-06-24 B.S.



Abbreviations

CV	-	Curriculum Vitae
DO	-	Development Partner
EA	-	Executive Agency
EOI	-	Expression of Interest
GON	-	Government of Nepal
PAN	-	Permanent Account Number
PPA	-	Public Procurement Act
PPR	-	Public Procurement Regulation
TOR	-	Terms of Reference
VAT	-	Value Added Tax
DoLID	-	Department of Local Infrastructure Development



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A. Request for Expression of Interest

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Department of Local Infrastructure Development
Road & Bridge Section

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B. Instructions for submission of Expression of Interest

1. Expression of Interest may be submitted by a sole firm or a joint venture of consulting firms and the maximum number of partners in JV shall be limited to three.
2. Interested consultants must provide information indicating that they are qualified to perform the services (*descriptions, organization and employee and of the firm or company, description of assignments of similar nature completed in the last 7 years and their location, experience in similar conditions, general qualifications and the key personnel to be involved in the proposed assignment*).
3. This expression of interest is open to all eligible **person**.
4. In case, the applicant is individual consultant, details of similar assignment experience, their location in the previous 4 years and audited balance sheet and bio data shall be considered for evaluation.
5. The assignment has been scheduled for a period of **10 months**. Expected date of commencement of the assignment is **2083-08-15 B.S.**
6. A Consultant will be selected in accordance with the **QCBS** method.
7. Expression of Interest should contain following information:
 - (i) A covering letter addressed to the representative of the client on the official letter head of company duly signed by authorized signatory.
 - (ii) Applicants shall provide the following information in the respective formats given in the EOI document:
 - *EOI Form: Letter of Application (Form 1)*
 - *EOI Form: Applicant's Information (Form 2)*
 - *EOI Form: Work Experience Details (Form 3(A), 3(B) & 3(C))*
 - *EOI Form: Capacity Details (Form 4)*
 - *EOI Form: Key Experts List (form 5).*
8. Applicants may submit additional information with their application but shortlisting will be based on the evaluation of information requested and included in the formats provided in the EOI document.
9. The Expression of Interest (EOI) document must be duly completed and submitted **by hand in sealed envelope**.
10. The sealed envelope shall be clearly marked as "EOI Application for Short-listing for the **Procurement of Various Individual Consultant**. The Envelope shall also clearly indicate the **name and address of the Applicant**.
11. The completed EOI document must be submitted on or before the date and address mentioned in the "**Request for Expression of Interest**." In case the submission falls on public holiday the submission can be made on the next working day. Any EOI Document received after the closing time for submission of proposals shall not be considered for evaluation.



C. Objective of Consultancy Services or Brief TOR

The Terms of Reference for the each individual Consultant has been provided at the end.



D. Evaluation of Consultant's EOI Application

Consultant's EOI application which meets the eligibility criteria will be ranked on the basis of the Ranking Criteria.

i) Eligibility & Completeness Test	Compliance
Copy of Registration of the company/firm	Not Applicable
VAT/PAN Registration	Not Applicable
Tax Clearance/Tax Return Submission/Letter of Time Extension for Tax Return	Not Applicable
In case of a natural person or firm/institution/company which is already declared blacklisted and ineligible by the GoN, any other new or existing firm/institution/company owned partially or fully by such Natural person or Owner or Board of director of blacklisted firm/institution/company; shall not be eligible consultant.	
In Case, a corruption case is being filed to Court against the Natural Person or Board of Director of the firm/institution /company or any partner of JV, such Natural Person or Board of Director of the firm/institution /company or any partner of JV such firm's or JV EOI shall be excluded from the evaluation, if public entity receives instruction from Government of Nepal.	
EOI Form 1: Letter of Application	
EOI Form 2: Applicant's Information Form	
EOI Form 3: Experience (3(A) and 3(B))	
EOI Form 4: Capacity	
EOI Form 5: Qualification of Key Experts	

ii) EOI Evaluation Criteria	Insert Minimum Requirement if Applicable	Score [Out of 100%]
A. Qualification		
Qualification of Key Experts	-Post Graduate degree in relevant field as specified in ToR- 30 Marks - Master's degree in relevant field as specified in ToR- 25 Marks	30
B. Experience		
General work experience	Minimum 12 years in the field of civil engineering profession and must have completed minimum 15 works in design, survey, construction of any civil engineering infrastructure work-15 Marks	60
	>15 works, 1 marks for each job- 10 Marks	
Years of Specific Experience in Motorable Bridge Survey, design and construction in last 4 (four) years.	Minimum 10 years in bridge design, survey and construction & must have completed at least 15 design of bridges in their related field- 15 Marks	
	>15 works in related field, 2 marks for each job- 20 Marks	



C. Capacity		
<i>Training (No. of training in related field)</i>	<i>The days of training shall be minimum of 7 days to be considered for evaluation. -One No. of training- 5 Marks -Two or greater than two trainings- 10 Marks</i>	10

Note: In Case, a corruption case is being filed to Court against the Natural Person or Board of Director of the firm/institution /company or any partner of JV, such Natural Person or Board of Director of the firm/institution /company or any partner of JV such firm's or JV EoI shall be excluded from the evaluation, if public entity receives instruction from Government of Nepal.



E. EOI Forms & Formats

Form 1. Letter of Application

Form 2. Applicant's information

Form 3. Experience (*General, Specific and Geographical*)

Form 4. Capacity

Form 5. Qualification of Key Experts



1. Letter of Application

(Letterhead paper of the Applicant or partner responsible for a joint venture, including full postal address, telephone no., fax and email address)

Date:

To,

Full Name of Client: _____

Full Address of Client: _____

Telephone No.: _____

Fax No.: _____

Email Address: _____

Sir/Madam,

1. Being duly authorized to represent and act on behalf of (hereinafter "the Applicant"), and having reviewed and fully understood all the short-listing information provided, the undersigned hereby apply to be short-listed by **Road & Bridge Section, DoLID** as Consultant for **Procurement of Various Individual Consultant**.
2. Attached to this letter are photocopies of original documents defining:
 - a) the Applicant's legal status;
 - b) the principal place of business;
3. **Road & Bridge Section, DoLID** and its authorized representatives are hereby authorized to verify the statements, documents, and information submitted in connection with this application. This Letter of Application will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and requested by yourselves to verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.
4. **Road & Bridge Section, DoLID** and its authorized representatives are authorized to contact any of the signatories to this letter for any further information.¹
5. All further communication concerning this Application should be addressed to the following person,

[Person]

[Company]

¹ Applications by joint ventures should provide on a separate sheet, relevant information for each party to the Application.



[Address]

[Phone, Fax, Email]

6. We declare that, we have no conflict of interest in the proposed procurement proceedings and we have not been punished for an offense relating to the concerned profession or business and our Company/firm has not been declared ineligible.
7. We further confirm that, if any of our experts is engaged to prepare the TOR for any ensuing assignment resulting from our work product under this assignment, our firm, JV member or sub-consultant, and the expert(s) will be disqualified from short-listing and participation in the assignment.
8. The undersigned declares that the statements made and the information provided in the duly completed application are complete, true and correct in every detail.

Signed :

Name :

For and on behalf of (name of Applicant or partner of a joint venture):



2. Applicant's Information Form

(In case of joint venture of two or more firms to be filled separately for each constituent member)

1. Name of Firm/Company:
2. Type of Constitution (*Partnership/ Pvt. Ltd/Public Ltd/ Public Sector/ NGO*)
3. Date of Registration / Commencement of Business (*Please specify*):
4. Country of Registration:
5. Registered Office/Place of Business:
6. Telephone No; Fax No; E-Mail Address
7. Name of Authorized Contact Person / Designation/ Address/Telephone:
8. Name of Authorized Local Agent /Address/Telephone:
9. Consultant's Organization:
10. Total number of staff:
11. Number of regular professional staff:

(Provide Company Profile with description of the background and organization of the Consultant and, if applicable, for each joint venture partner for this assignment.)



3. Experience

3(A). General Work Experience

(Details of assignments undertaken. Each consultant or member of a JV must fill in this form.)

S. N.	Name of assignment	Location	Value of Contract	Year Completed	Client	Description of work carried out
1.						
2.						
3.						
4.						
5.						
6.						
7.						



3(B). Specific Experience

Details of similar assignments undertaken in the previous seven years

(In case of joint venture of two or more firms to be filled separately for each constituent member)

Assignment name:	Approx. value of the contract (in current NRs; US\$ or Euro) ² :
Country: Location within country:	Duration of assignment (months):
Name of Client:	Total No. of person-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract (in current NRs; US\$ or Euro):
Start date (month/year): Completion date (month/year):	No. of professional person-months provided by the joint venture partners or the Sub-Consultants:
Name of joint venture partner or sub-Consultants, if any:	Narrative description of Project:
Description of actual services provided in the assignment: Note: Provide highlight on similar services provided by the consultant as required by the EOI assignment.	

Firm's Name: _____

² Consultant should state value in the currency as mentioned in the contract



3(C). Geographic Experience

Experience of working in similar geographic region or country

(In case of joint venture of two or more firms to be filled separately for each constituent member)

No	Name of the Project	Location (Country/ Region)	Execution Year and Duration
1.			
2.			
3.			
4.			
5.			
6.			
7.			



4. Capacity

4(A). Financial Capacity

(In case of joint venture of two or more firms to be filled separately for each constituent member)

Annual Turnover	
Year	Amount Currency

- Average Annual Turnover of Best of 3 Fiscal Year Of Last 7 Fiscal Years

--

(Note: Supporting documents for Average Turnover should be submitted for the above.)



4(B). Infrastructure/equipment related to the proposed assignment³

No	Infrastructure/equipment Required	Requirements Description
1.		
2.		
3.		
4.		
5.		

³ Delete this table if infrastructure/equipment for the proposed assignment is not required.



5. Key Experts *(Include details of Key Experts only)*

(In case of joint venture of two or more firms to be filled separately for each constituent member)

SN	Name	Position	Highest Qualification	Work Experience (in year)	Specific Work Experience (in year)	Nationality
1						
2						
3						
4						
5						

(Please insert more rows as necessary)

Government of Nepal
Ministry of Infrastructure Development
(MoID)
Department of Local Infrastructure
Development
Road & Bridge Section
Shree mahal, Lalitpur
Terms of Reference (TOR)



For

Geotechnical Engineer Expert (INDIVIDUAL CONSULTANT)

1. INTRODUCTION

Government of Nepal is involved in the construction of roads and bridges in provincial and local road network through different programs across Nepal. The Constitution of Nepal emphasizes cooperation, coordination and co-existence among three levels of government. Effectiveness in service delivery and strengthening the interdependence of provincial and local level must be improved by appropriate intervention to reduce capacity gaps. Realizing it, Local Infrastructure Development Project Offices (LIDPO) have been already established in all seven provinces under Department of Local Infrastructure Development (DoLID). The DoLID, Ministry of Infrastructure Development, Government of Nepal ("the Client") is implementing a programme of 700 local road bridges. The Detailed Project Reports (DPRs) have been completed for 252 of these bridges, with a further approximately 98 expected within the next 10 months totaling 350 bridges. Before the bridges proceed to works procurement, the completed DPRs must undergo independent proof checking to confirm structural safety, hydraulic adequacy, durability, constructability and code compliance.

Likewise, Department has its own annual budget for preparation of DPRs of over 650 Motorable Bridges which are to be verified, checked to confirm structural safety, hydraulic adequacy, durability, constructability and code compliance. For this intensive work, the Department intends to hire an Individual Expert (Geotechnical) of required experience in 2 (two) numbers to expedite the progress of work.

Local Level Motorable Bridge & Community Access Improvement Projects (LMBCAIP) is the main program related to motorable bridge construction under Road and Bridge Section (R&BS) and LIDPO Offices with the major objectives of:

- Improve the connectivity of Local Level Roads to provide all weather crossings and connections.
- To reduce the travel time, provide safe access during monsoon and connect local levels to the market.
- To provide bridge construction for due interconnection of rural areas, agriculture centers & Local-level administrative centers with national and provincial road networks.

Project Area: Consultant may require to serve within overall districts of Nepal, specifically on working area of LIDPO Office bridge projects.

2. SERVICES

The Department of Local Infrastructure Development (DoLID) requires the services of a

qualified and experienced Geo-technical Engineer Expert (herein after referred to as "Geotechnical Expert") to support RBS and LIDPO Offices in implementation of projects in design of bridges, monitoring quality control of bridges and support contract management, social and environmental safeguards and resettlement activities.



The Geo-technical Expert will prepare and provide technical inputs particularly in bridge sector in design, construction, supervision, monitoring of site activities and progress of the bridge project including its quality control. S/he will assist the other team members in overall implementation of the project. The Geo-technical Expert will work directly under the guidance and close supervision of the Section Chief of Road & Bridge Section, Department of Local Infrastructure Development.

The Specific objectives of the consultancy services are as follows:

- To provide independent, competent and unbiased verification of the geotechnical investigation, analysis and design recommendations of the bridges in the Package;
- To assess the adequacy, reliability and representativeness of geotechnical data, design soil/rock parameters, foundation type selection, bearing capacity, settlement, lateral capacity and geotechnical scour integration that a reasonably competent geotechnical engineer exercising due care would be expected to assess;
- To verify the geotechnical design parameters of the design scour levels and hydraulic parameters verified by the INDIVIDUAL CONSULTANT (Hydrology), and to supply verified geotechnical parameters (bearing capacity, founding level, pile/well capacities) to the INDIVIDUAL CONSULTANT (Bridge) through the coordination mechanism in the ToR.
- To classify each finding by severity and track it to closure through a structured comment-resolution process; and
- To issue, for each bridge, a Geotechnical Verification Report and a Geotechnical Verification Certificate (or a reasoned refusal to certify) in accordance with the acceptance criteria as mentioned in the ToR.

3. SCOPE OF CONSULTING SERVICES

The overall programme target is to complete independent proof checking of **252 bridges** whose DPRs have been or will be prepared. As of the date of this ToR:

- ✓ DPRs of **252 bridges** have already been completed and are ready for proof checking.
- ✓ DPRs of the remaining bridges (approximately 98 bridges) are expected to be completed progressively within the next **10 months**.
- ✓ DPRs as per the Yearly Programme of the Department which are yet to be prepared.

The Individual Consultant shall be responsible for *Proof Checking* of the bridges assigned under this contract. The Individual Consultant shall plan and deploy resources keeping in view that proof checking of the full target of 350 bridges is to be completed within a period of **10 months** from the date of contract signing, subject to timely submission of DPRs by the Client.

The Individual Consultant shall perform the following services independently for each bridge, limited to the geotechnical aspects of the design. The review checklist at Annex 2 forms part of this Scope and shall be completed and annexed to the Geotechnical Verification Report of each bridge.

The Individual Consultant shall work with close co-ordination with the Road & Bridge Section, LIDPO Offices as well as the other Individual Consultant hired by the department for the

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A handwritten signature in black ink, appearing to be a stylized 'X' or 'B' followed by a flourish.

A handwritten signature in black ink, appearing to be a stylized 'S' or 'Z' followed by a flourish.

fulfillment of the service.



3.1 Review of Geotechnical Investigation

- Review the adequacy, quality and representativeness of the investigation programme (borehole numbers, locations, depths and spacing relative to spans and foundation type, in-situ tests such as SPT, CPT, permeability and vane shear; rock coring, RQD and core recovery where relevant) against IRC:78 and the Nepal Bridge Standards 2067;
- Examine laboratory results (grain size, Atterberg limits, shear strength, consolidation, unit weight, chemical/aggressivity tests) for reliability, internal consistency and applicability to foundation design;
- Identify investigation gaps (insufficient depth below founding/scour level, missing critical strata, absent groundwater data) and specify the additional investigation required, with the field data request where site confirmation is needed.

3.2 Review of Design Parameters

- Verify the selection and justification of design parameters (c , ϕ , undrained strength, deformation modulus, unit weights, subgrade modulus, rock mass parameters) including treatment of variability, groundwater and layering;
- Assess conservatism or unconservatism of adopted parameters against the investigation data, and check parameter consistency between the geotechnical report, the structural design and the drawings.

3.3 Verification of Foundation Design (Geotechnical)

- Review the suitability of the selected foundation type (open/pile/well) for strata, scour and loading; verify geotechnical bearing capacity, settlement (immediate and consolidation), and lateral/uplift capacity by independent check calculations;
- Check founding/embedment depth relative to the verified design scour level, well steining and sinking aspects (if applicable), pile group efficiency, negative skin friction and downdrag, and geotechnical factors of safety per IRC:78/IS 2911;
- Confirm the geotechnical input values transmitted to the structural design match the verified values.

3.4 Scour Integration and Riverine Geotechnical Aspects

- Review the incorporation of general, local and contraction scour (values verified by the INDIVIDUAL CONSULTANT (Hydrology)) into founding levels and embedment; verify safety margin against undermining;
- Assess geotechnical aspects of protection works (filter compatibility, launching apron behavior, slope stability of protected banks) and the stability of riverbanks and approach embankments (slope stability, seepage, erosion susceptibility).

3.5 Seismic and Dynamic Geotechnical Aspects

- Review liquefaction potential assessment and mitigation per IRC SP 114-2018/IS provisions, seismic soil parameters, soil-structure interaction assumptions, and any site-specific response analysis used in the foundation design.

3.6 Construction and Quality Control Aspects (Geotechnical)

- Review geotechnical construction methodology (well sinking, pile installation, dewatering, open excavation support), QC/testing regime for foundation execution (pile load/integrity tests, founding strata confirmation), and proposed instrumentation/monitoring.

A handwritten signature in black ink, appearing to be 'ABZ'.

A handwritten signature in black ink, appearing to be 'S.K.'.

A handwritten signature in black ink, appearing to be 'G'.

3.7 Comments, Resolution and Certification

- Prepare structured comments on the standard Comment Sheet (Annex 3), each reviewed to a specific report/drawing and code clause and classified by severity (Category A – safety-critical; B – material non-compliance; C – quality/editorial);
- Participate in clarification and comment-resolution meetings and in the joint reviews described in the ToR.
- Issue the Geotechnical Verification Report and Certificate for each bridge only when the acceptance criteria of Annex 2 are met; where they are not met, issue a reasoned refusal identifying the outstanding Category A/B items.



4. QUALIFICATION AND EXPERIENCE OF BRIDGE EXPERTS

(a) Qualification	• Master's degree in Geotechnical Engineering / Soil Mechanics and Foundation Engineering with geotechnical specialization from a recognized university. • The applicant must be registered in Nepal Engineering Council (NEC).
(b) Total Professional Experience	• Minimum 12 years of professional experience in the field of civil engineering profession.
(c) Project related experience	• Minimum 10 years of experience in geotechnical investigation, analysis and design for bridges and major structures, including riverine/alluvial foundations (at least 15 bridges). • Involved in Design Review of the Motorable Bridges in geotechnical investigation, analysis and design for bridges and major structures, including riverine/alluvial foundations (at least 15 bridges).
(d) Software Skills	• Proficiency in recognized geotechnical analysis tools (e.g., PLAXIS, GeoStudio, Slide2, LPILE or equivalent) sufficient to perform independent check analyses.

5. SELECTION CRITERIA

The Geotechnical Expert will be selected by inviting the expression of interest (EOI) by publishing a notice pursuant to section 30 of the Public Procurement Act 2063. Once a shortlist has been prepared, the public entity will request for proposals from the shortlisted consultants included in that list by sending them the documents relating to proposal according to Public Procurement Regulation 2064, Rule 71.

6. DURATION OF THE SERVICES

- The duration of the consulting services will be 10 months after the commencement of services. The input of consulting service shall be continuous and will be utilized in full-service duration.
- The contract shall be terminated if the office does not need the consultant's service due to the project's internal management or unsatisfactory performance of the consultants as evaluated by the Road & Bridge Section.
- In case of the termination of the contract on part of the office (client); the office will inform in writing one (1) month before to the consultant.
- If the Consultant wishes to leave the project; s/he shall mandatorily inform in writing two (2) months before to the Road & Bridge Section.
- In mutual agreement of both parties, the duration of the agreement can be extended not more than 2 months after completion date of the agreement.

7. DUTY STATION

The Duty station of the Geotechnical Expert will be Road & Bridge Section, Department of Local Infrastructure Development office, Shree Mahal, Pulchowk and visit of bridge site execution by LIDPO Offices as per requirement.

8. CONSULTANT'S REPORTING OBLIGATIONS

The Geotechnical Experts will provide the services in close coordination with and will report to the project coordinator, Road Bridge Section, DoLID.

- ❖ Periodic Progress Report-Monthly Report and a final consolidated report need to be furnished to the Project Coordinator, highlighting the task carried out during the period with supporting details.
- ❖ Monthly work plan event reports and field reports as appropriate;
- ❖ Proceedings of conferences, seminar/ workshops and trainings;
- ❖ Field report after each field visit, enlisting activities undertaken at the field level.
- ❖ Other reports as asked by RRBS in connection with the project work.
- ❖ Final report at the end of the assignment.

9. RESPONSIBILITIES:

The Individual Expert (Geo-technical) is an independent reviewer and verifier, not a co-designer, and does not assume design responsibility. The Individual Expert (Hydrologist) is liable only for failure to exercise the professional skill, care and diligence reasonably expected of a competent hydrologist/hydraulic engineering professional in performing the verification services under this ToR, including gross negligence or willful misconduct in the checking process.

- The Individual Expert (Geo-technical) shall have no conflict of interest (COI) in respect of any bridge. Before commencement, the Individual Expert (Geo-technical) shall submit the Self-Declaration at Annex 5 confirming that s/he was not engaged, directly or indirectly, in the DPR/detailed design preparation of any bridge in the Package, and that no firm with which

he/she is or was recently associated (as partner, director, employee or consultant) was engaged;

- If a COI is identified for a particular bridge after commencement, the Individual Expert (Geotechnical Expert)" shall disclose it immediately; that bridge shall be withdrawn from his/her scope without penalty, and the payment shall not be made for that bridge INDIVIDUAL CONSULTANT;
- The Individual Expert (Geo-technical) shall not participate, directly or indirectly, in any downstream design, supervision or works contract for any bridge he/she has proof checked under this ToR, unless expressly permitted by the Client in writing;
- False declaration or concealment of COI constitutes grounds for immediate termination, forfeiture of paid fees for affected bridges, blacklisting action under the PPA/PPR and other legal consequences; and
- All documents, data and information received shall be treated as strictly confidential during and after the assignment and any use of the data, information related with this assignment without the prior consent/ approval of the Client shall be used against the Individual Expert as per the prevailing laws, acts of the Government of Nepal.

10. PAYMENT

- The Consultant's remuneration per month shall be through the agreed amount of the successful consultant.
- The price escalation is not applicable to this assignment.
- The Geo-technical Expert shall be paid by Department of Local Infrastructure Development every month on the submission of his/her invoice and time- sheet with the obligatory reports certified by the department. The invoice must be associated with the Consultant's VAT bill having readable PAN No.
- The Consultant shall be paid a lump sum amount of remuneration per month, which should include all his/her overheads, social charges and other associated costs including local transportation within project area.

11. LOGISTIC SUPPORT

The Geo-technical Expert shall be provided the logistic support as below:

- The office space and working furniture (table & chair) shall be provided to the Geotechnical Expert within premises of office of the RBS, Pulchowk, Lalitpur. The RBS may avail the office space outside the premises in case of non-availability of the sufficient space in the office premises.
- The RBS, Offices shall avail the stationery, printers, electricity and internet facility to the consultant during working hour.
- The Geo-technical Expert shall have his/her own laptop for working.

12. TAXATION

The Geotechnical Expert is fully responsible for all taxes imposed by the government. The consultant shall be registered in VAT after agreement. The consultant shall be responsible for the cost of the premium of insurance plan s/he takes up.

13. INDEMNITY

The Geotechnical Expert shall be responsible for any damage to life, property that may arise out of

his /her works and s/he shall take all necessary insurance provision to indemnify any claims for compensation that may arise through his/her negligence.



14. DISPOSITION OF FACILITIES

At the end of the project, the Geotechnical Expert shall hand over to the RBS all equipment, apparatus or other things procured by the office funding used by the Consultant during the assignment. All items handed over to the R&BS shall be in good operating condition. Items which have become unserviceable due to negligence or causes other than fair usage, shall be replaced at the Consultant's expense.

15. PROFESSIONAL LIABILITY INSURANCE

The Consultant shall maintain valid Professional Liability Insurance (Errors & Omissions Insurance) for the entire duration of the contract and for a minimum of 12 months after completion of services.

- Insurance shall cover financial losses arising from professional negligence, design errors, incorrect recommendations, and omissions in failure to detect or report geotechnical, subsoil, rock mass, foundation design, and slope stability risks.
- The minimum coverage amount shall not be less than **(to be fixed by DoLID based on contract value)** and proof of valid insurance shall be submitted to DoLID before contract signing. Renewal or extension documents must be provided as required.
- If any claim or damage arises due to the Consultant's error, negligence, inaccurate interpretation, or faulty advice, the Consultant shall be fully liable and DoLID reserves the right to recover all the associated costs through the Insurance instruments.
- Failure to maintain the valid insurance shall be treated as a breach of contract and may lead to suspension of payments, termination of contract, or other actions as per GoN procurement regulations.

16. DISPUTE RESOLUTION AND GOVERNING LAWS

The parties shall first attempt amicable resolution through mutual consultation. Failing amicable settlement within 30 days, the dispute shall be referred to arbitration under the Arbitration Act, 2055 of Nepal; the seat shall be Kathmandu and the language English (documents in Nepali admissible). This engagement is governed by the laws of Nepal, including the PPA 2063 and PPR 2064 (with Amendment).

17. AGREEMENT

The Geotechnical Expert shall be required to enter into an agreement with the DoLID, Road & Bridge Section.

Curriculum Vitae

Applied for the Position of:



A. Personal Background

1. Name			
2. Date of birth			
3. Nationality:			
4. Home Address: -			
5. Correspondence Address			
6. Contact No:	Home:	Cell No:	Office:
7. Email:			

B. Academic Qualification (Latest on the top)

University	Degree	Year	Division

C. Training

Institution	Training on	Duration

[Signature]

[Signature]

[Signature]

D. Language

Language	Speaking	Writing	Reading	Remarks
English				 Government of Nepal Ministry of Infrastructure Development Department of Local Infrastructure Development (DOLID) Shree Mahal Pulchowk, Laligur
Nepali				
Others				
a.				
b.				
c.				
Note: 1. Excellent 2. Good 3. Fair 4. Poor				

E. Work Experience, Including Consultancy Service (If more than one, fill accordingly creating tables)

Employer Name:			
Funding Agency:			
Job Title/ Designation:			
Supervisor's Name		Contact No:	Email:
Duration	From:	To:	
Key Responsibilities (in bullet Point)			
Achievement			

F. Computer Skill

Skill	Excellent	Good	Fair	Remarks
Word				
Spread				
Sheet (Excel)				
Power Point				
GIS				
Auto CAD				
Bridge Design				
Software				

G. Referees (3 Referees with Contact No. & Email ID) Certification:




I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

.....

Signature

Full name:

Date









Annex 2 – Geotechnical Proof Check Checklist and Acceptance Criteria (minimum items)



No.	Check item	Result (Pass / Fail / N.A.)	Category if Fail
1	Investigation adequate: borehole number/depth/spacing per IRC:78 & NBS 2067; depth extends below founding/design scour level		A
2	In-situ and laboratory test data reliable, internally consistent, applicable to design		B
3	Groundwater conditions established and used in design		B
4	Design parameters justified against data; variability and layering treated; no unconservative selection		A
5	Foundation type suitable for strata, scour and loading		A
6	Bearing capacity check reproduced within acceptable tolerance ($\pm 10\%$ of governing capacity)		A
7	Settlement (immediate + consolidation) within permissible limits		B
8	Lateral/uplift capacity, pile group efficiency, negative skin friction addressed (if applicable)		A
9	Founding level at or below verified design scour level with adequate embedment margin		A
10	Well steining/sinking or pile constructability aspects sound (if applicable)		B
11	Liquefaction assessed and mitigated where required (IRC SP 114-2018)		A
12	Approach embankment and bank slope stability verified; seepage/erosion addressed		B
13	Geotechnical aspects of protection works (filters, launching aprons) adequate		B
14	Geotechnical parameters transmitted to structural design match verified values		A
15	Construction methodology, QC/testing regime and instrumentation adequate		C
16	Editorial/presentation quality of geotechnical volumes		C

Acceptance: certificate only when no unresolved Category A, and all Category B closed or justified in writing to the satisfaction of the INDIVIDUAL CONSULTANT (Geotechnical). Category C listed for final DPR incorporation.

Government of Nepal
Ministry of Infrastructure Development
Department of Local Infrastructure Development (DOLID)
Shree Mahal, Pulchowk, Lalitpur



GEOTECHNICAL VERIFICATION CERTIFICATE

Independent Proof Checking of Completed DPR – Geotechnical and Foundation Aspects

Part B – second certificate in the sequence: Hydrology → Geotechnical → Bridge Design

1. Identification

Certificate No.	
Bridge name / Bridge ID	
District / Local level / Road link	
River / stream crossed	
Span arrangement / structure type	
Foundation type	
Package No. / Task Order No. & date	
DPR (design) consultant	
Proof Check Consultant (name, NEC No.)	
Date of this Certificate	

2. Documents Reviewed (with revision numbers)

No.	Document / drawing title	Doc. / drawing no.	Revision	Date
1				
2				
3				
4				
5				
6				

Only the documents and revisions listed above have been reviewed. This Certificate does not extend to any subsequent revision.

3. Checking Basis (codes and standards)

Checked against: Nepal Bridge Standards 2067 (updated); DoR Standard Specifications 2073; IRC:78; IRC:6; IRC SP 114-2018 (seismic / liquefaction); IS 1892; IS 2131; IS 2911 (Parts 1–4); IS 8009; IS 3955; and [... any project-specific criteria].

Where the DPR states a different code basis, the basis stated in the DPR has been used as the reference for checking, and any inadequacy of that basis has been reported as a finding.

4. Summary of Comments by Category and Closure Status

Category	Issued	Closed	Justified (accepted)	Open
A – Safety-critical				
B – Material non-compliance				
C – Quality / editorial				

Category	Issued	Closed	Justified (accepted)	Open
Total				

The full comment register (Annex 3 Comment Sheet) for this bridge is attached to and forms part of this Certificate. Category C comments, if any, are listed for incorporation in the final DPR and do not affect this Certificate.

4A. Verified Geotechnical Interface Parameters (issued to the Proof Check Team)

The following verified values are the controlling geotechnical interface parameters for the structural verification of this bridge, and have been entered in the joint comment register:

Parameter	Verified value	Unit	Basis / code
Design scour level adopted (from INDIVIDUAL CONSULTANT Hydrology)		m (RL)	Hydro Certificate
Founding level – abutment A1		m (RL)	
Founding level – pier(s) P1 / P2 ...		m (RL)	
Founding level – abutment A2		m (RL)	
Foundation type verified (open / pile / well)		–	
Safe / allowable bearing capacity		kPa	
Pile capacity (vertical / lateral), if applicable		kN	
Estimated settlement		mm	
Design soil parameters (c, ϕ , γ)		kPa, $^{\circ}$, kN/m ³	
Seismic site class / soil type		–	IRC SP 114-2018
Liquefaction potential (Yes / No / mitigated)		–	

5. Statement of Verification

I have independently reviewed the geotechnical investigation, selection of design parameters, foundation design (bearing capacity, settlement, lateral/uplift capacity, embedment), integration of the verified design scour levels, slope stability of banks and approaches, seismic and liquefaction aspects, and geotechnical construction/QC provisions for the bridge identified in Section 1, exercising the professional skill, care and diligence reasonably expected of a competent geotechnical engineer.

Tick as applicable:

- ☐ **CERTIFIED** — the acceptance criteria of the ToR are met for this bridge.
- ☐ **CERTIFIED WITH OBSERVATIONS** — all Category A comments are closed; Category B comments are closed or justified in writing; Category C observations listed for incorporation.
- ☐ **NOT CERTIFIED (reasoned refusal)** — the following Category A/B comments remain unresolved and unjustified:
 (attach reasoned refusal note).

6. References to the Related Certificates

Certificate	Certificate No.	Date	Issued by (name / NEC No.)
Hydrological Verification Certificate			
Design Verification Certificate (Bridge)	(issued after this)		
Field Verification Report (Annex 7)			

[Signature]

[Signature]

[Signature]

7. Limitations

- This Certificate is issued on the basis of the documents listed in Section 2 and the field data provided by the Client (Annex 7 Field Verification Report);
- The Proof Check Consultant is an independent reviewer and verifier and does not assume design responsibility. Full professional and legal responsibility for the design remains with the DPR (design) consultant;
- This Certificate is valid only in conjunction with the signed Joint Coordination Statement for this bridge (Part D of this Annex).



8. Signature

Individual Proof Check Consultant (Geotechnical)	Received / accepted by the Client (DOLID)
Name:	Name:
NEC Reg. No.:	Designation:
Contract / Task Order No.:	Coordinator, DOLID
Signature: Date:	Signature: Date:
Seal / stamp:	Office seal:

Annex 4 – Geotechnical Verification Certificate and Joint Coordination Statement (format)

The Certificate shall state: bridge ID; documents reviewed (with revision numbers); checking basis (codes); summary of comments by category and closure status; the statement of verification; references to the Geotechnical and Hydrological Certificates; and the Joint Coordination Statement signed by INDIVIDUAL CONSULTANT (Bridge), INDIVIDUAL CONSULTANT (Geotechnical) and INDIVIDUAL CONSULTANT (Hydrology) confirming interface parameters (design discharge, HFL, design scour level, founding level, bearing capacity, seismic inputs) are consistent across the three verifications.

This Annex contains four instruments, to be completed for each bridge:

- **Part A – Hydrological Verification Certificate** (issued by the INDIVIDUAL CONSULTANT (Hydrology); first in the sequence);
- **Part B – Geotechnical Verification Certificate** (issued by the INDIVIDUAL CONSULTANT (Geotechnical); second in the sequence);
- **Part C – Design Verification Certificate (Bridge)** (issued by the INDIVIDUAL CONSULTANT (Bridge Design); final in the sequence); and
- **Part D – Joint Coordination Statement** (signed by all three Proof Check Consultants).

The certification sequence is Hydrology → Geotechnical → Bridge Design. No Certificate takes effect unless the signed Joint Coordination Statement (Part D) for the same bridge is attached. Where the acceptance criteria are not met, the Consultant shall issue a reasoned refusal on the same format (Section 5, third tick-box).



Government of Nepal
Ministry of Infrastructure Development
Department of Local Infrastructure Development (DOLID)
 Shree Mahal, Pulchowk, Lalitpur



JOINT COORDINATION STATEMENT

Confirmation of Consistency of Interface Parameters across the Three Verifications

Part D – to be signed by all three Proof Check Consultants; the three Certificates are valid only with this Statement

1. Bridge and Package

Bridge name / Bridge ID	
District / Local level / Road link	
Package No. / Task Order No. & date	
Date of joint review meeting	
Date of this Statement	

2. Certificates Covered by this Statement

Certificate	Certificate No.	Date	Issued by (name / NEC No.)
Hydrological Verification Certificate			
Geotechnical Verification Certificate			
Design Verification Certificate (Bridge)			

3. Agreed Interface Parameters (single set, binding on all three verifications)

We confirm that the following single set of interface parameters has been used consistently across the hydrological, geotechnical and structural verifications of this bridge:

Interface parameter	Agreed value	Unit	Verified by	Consistent? (Y/N)
Design discharge (Q)		m ³ /s	INDIVIDUAL CONSULTANT (Hydrology)	
Highest Flood Level (HFL)		m (RL)	INDIVIDUAL CONSULTANT (Hydrology)	
Design scour level – A1		m (RL)	INDIVIDUAL CONSULTANT (Hydrology)	
Design scour level – P1 / P2 ...		m (RL)	INDIVIDUAL CONSULTANT (Hydrology)	
Design scour level – A2		m (RL)	INDIVIDUAL CONSULTANT (Hydrology)	
Founding level – A1		m (RL)	INDIVIDUAL CONSULTANT (Geotechnical)	
Founding		m	INDIVIDUAL	

Interface parameter	Agreed value	Unit	Verified by	Consistent (Y/N)
level – P1 / P2 ...		(RL)	CONSULTANT (Geotechnical)	
Founding level – A2		m (RL)	INDIVIDUAL CONSULTANT (Geotechnical)	
Safe / allowable bearing capacity		kPa	INDIVIDUAL CONSULTANT (Geotechnical)	
Pile / well capacity (if applicable)		kN	INDIVIDUAL CONSULTANT (Geotechnical)	
Seismic inputs (Z, site class, response)		–	INDIVIDUAL CONSULTANT (Geotechnical) / INDIVIDUAL CONSULTANT (Bridge)	
Liquefaction status		–	INDIVIDUAL CONSULTANT (Geotechnical)	
Values adopted in the structural design		–	INDIVIDUAL CONSULTANT (Bridge Design)	

Every founding level shall be at or below the corresponding agreed design scour level with the embedment margin required by IRC: 78. Any 'N' entry above is a Category A coordination finding and must be closed before the Certificates take effect.

4. Unresolved Interface Issues (if any)

No.	Description of unresolved interface issue	Category	Escalated to Client (date)
1			
2			

If there are no unresolved interface issues, write "NIL" above.

5. Joint Declaration

We, the undersigned Individual Consultants engaged separately by the Department of Local Infrastructure Development (DOLID) for the proof checking of the above bridge, jointly declare that:

- we have participated in the joint review for this bridge and have exchanged and cross-checked our respective findings through the joint comment register;
- the interface parameters listed in Section 3 constitute a single, agreed and mutually consistent set, and each of us has used those same values in our respective verifications;
- the design scour levels verified by the INDIVIDUAL CONSULTANT (Hydrology) have been adopted by the INDIVIDUAL CONSULTANT (Geotechnical) in fixing founding levels, and the geotechnical capacities and founding levels verified by the INDIVIDUAL CONSULTANT (Geotechnical) have been adopted by the INDIVIDUAL CONSULTANT (Bridge Design) in the structural verification;
- any interface discrepancy identified during the review has been either closed or escalated to the Client as recorded in Section 4; and
- each of us retains sole responsibility for our own discipline verification, and this Statement does not transfer or share liability between us, nor does it relieve the DPR (design) consultant of full responsibility for the design.

6. Signatures of the Three Proof Check Consultants

INDIVIDUAL CONSULTANT (Hydrology)	INDIVIDUAL CONSULTANT (Geotechnical)	INDIVIDUAL CONSULTANT (Bridge Design)
Name:	Name:	Name:
NEC Reg. No.:	NEC Reg. No.:	NEC Reg. No.:
Signature:	Signature:	Signature:
Date:	Date:	Date:

7. Acceptance by the Client

The Department of Local Infrastructure Development (DOLID) acknowledges receipt and acceptance of this Joint Coordination Statement together with the three Verification Certificates listed in Section 2.

Coordinator, DOLID Name: Designation: Signature: Date: Office seal:	Director General / Designated Officer, DOLID Name: Designation: Signature: Date: Office seal:
--	--

Attachments: Comment Sheets (Annex 3) for each discipline • Completed checklists (Annex 2) • Field Verification Report (Annex 7)
 • Reasoned refusal note(s), if any.







Annex 5 – Self-Declaration of No Conflict of Interest (format)

I, [full name], NEC Reg. No. [...], solemnly declare that: (1) I have no conflict of interest in undertaking proof checking of the bridges listed in Annex 1; (2) I am not and was not engaged, directly or indirectly, in the DPR/detailed design preparation of any bridge in Annex 1 in any capacity; (3) no firm or organization with which I am or have recently been associated (as partner, director, employee or consultant) was involved in the DPR/detailed design preparation of any bridge in Annex 1; and (4) I shall immediately disclose any situation giving rise to a conflict of interest during the assignment. I understand that a false declaration or concealment shall result in termination, forfeiture, blacklisting action and legal consequences under the prevailing laws.

Signature:

Name:

Date:



Government of Nepal
Ministry of Infrastructure Development (MoID)
Department of Local Infrastructure Development (DoLID)
Road & Bridge Section
Shree mahal, Lalitpur
Terms of Reference (TOR)



For

Hydrologist Engineer Expert (INDIVIDUAL CONSULTANT)

1. INTRODUCTION

Government of Nepal is involved in the construction of roads and bridges in provincial and local road network through different programs across Nepal. The Constitution of Nepal emphasizes cooperation, coordination and co-existence among three levels of government. Effectiveness in service delivery and strengthening the interdependence of provincial and local level must be improved by appropriate intervention to reduce capacity gaps. Realizing it, Local Infrastructure Development Project Offices (LIDPO) have been already established in all seven provinces under Department of Local Infrastructure Development (DoLID). The DoLID, Ministry of Infrastructure Development, Government of Nepal ("the Client") is implementing a programme of 700 local road bridges. The Detailed Project Reports (DPRs) have been completed for 252 of these bridges, with a further approximately 98 expected within the next 10 months totaling 350 bridges. Before the bridges proceed to works procurement, the completed DPRs must undergo independent proof checking to confirm structural safety, hydraulic adequacy, durability, constructability and code compliance.

Likewise, Department has its own annual budget for preparation of DPRs of over 650 Motorable Bridges which are to be verified, checked to confirm structural safety, hydraulic adequacy, durability, constructability and code compliance. For this intensive work, the Department intends to hire an Individual Expert (Hydrologist) of required experience in 2 (two) numbers to expedite the progress of work.

Local Level Motorable Bridge & Community Access Improvement Projects (LMBCAIP) is the main program related to motorable bridge construction under Road and Bridge Section (RBS) and LIDPOs Offices with the major objectives of:

- Improve the connectivity of Province and Local Level Roads to provide all weather crossings and connections.
- To reduce the travel time, provide safe access during monsoon and connect local levels administrative center and ward center to the market.
- To provide bridge construction for due interconnection of rural areas, agriculture centers & Local-level administrative centers with national and provincial road networks.

Project Area: Consultant may needs to serve within overall districts of Nepal, specifically on working area of LIDPO Office bridge projects.

2. SERVICES

The DoLID requires the services of a qualified and experienced Hydrologist Engineer Expert (herein after referred to as "Hydrologist Expert") to support RBS and LIDPO Offices in implementation of projects in design of bridges, monitoring quality control of bridges and support contract management, social and environmental safeguards and resettlement activities.

The Hydrologist Expert will prepare and provide technical inputs particularly in bridge sector in design, construction, supervision, monitoring of site activities and progress of the bridge project including its quality control. S/he will assist the other team members in overall implementation of the project. The Hydrologist Expert will work directly under the guidance and close supervision of the Section Chief of Road & Bridge Section, Department of Local Infrastructure Development.

Specific Objectives

The Specific objectives of the consultancy services are as follows:

- ✓ To provide independent, competent and unbiased verification of the hydrological data, flood estimation methods, hydraulic calculations, scour assessment and river training/protection works design of the bridges;
- ✓ To assess the adequacy, reliability and appropriateness of hydrological inputs, assumptions and methods used for design flood estimation, high flood level(HFL)/low water level(LWL), afflux, waterway and design scour depth that a reasonably competent hydrologist/ hydraulic engineer exercising due care would be expected to assess;
- ✓ To issue, through the coordination mechanism, the verified hydraulic interface parameters (design discharge, HFL, afflux, velocity, design scour levels) on which the Geotechnical Expert and Bridge Design Expert verifications depend;
- ✓ To verify the hydraulic design of river training and bank/bed protection works and their compatibility with the bridge;
- ✓ To classify each finding by severity and track it to closure through a structured comment-resolution process; and
- ✓ To issue, for each bridge, a Hydrological Verification Report and a Hydrological Verification Certificate (or a reasoned refusal to certify) in accordance with the acceptance criteria as mentioned in the ToR.

3. SCOPE OF CONSULTING SERVICES

The overall programme target is to complete independent proof checking of **252 bridges** whose DPRs have been or will be prepared. As of the date of this ToR:

- ✓ DPRs of **252 bridges** have already been completed and are ready for proof checking.
- ✓ DPRs of the remaining bridges (approximately 98 bridges) are expected to be completed progressively within the next **10 months**.
- ✓ DPRs as per the Yearly Programme of the Department which are yet to be prepared.

The Individual Consultant shall be responsible for *Proof Checking* of the bridges assigned under this contract. The Individual Consultant shall plan and deploy resources keeping in view that proof checking of the full target of 350 bridges is to be completed within a period of **10 months** from

the date of contract signing, subject to timely submission of DPRs by the Client.

The Individual Consultant shall perform the following services independently for each bridge in the Package, limited to the hydrological and hydraulic aspects of the design, including river training works. The review checklist at Annex 2 forms part of this Scope and shall be completed and annexed to the Hydrological Verification Report of each bridge.

The Individual Consultant shall work with close co-ordination with the Road & Bridge Section, LIDPO Offices as well as the other Individual Consultant hired by the department for the fulfillment of the service.

3.1 Review of Hydrological Data and Methods

- Review the source, period, quality and reliability of hydrological data (DHM rainfall/streamflow records, regional data, flood marks and local enquiry records) and catchment characterization (area, slope, land use, snow/glacier contribution where relevant);
- Assess the appropriateness of the flood estimation methods used (flood frequency analysis – Log Pearson III/Gumbel, WECS/DHM regional method, rational or SCS-CN for small catchments, or combinations) and verify by independent computation using at least two applicable methods;
- Verify the adopted design return period against IRC:5/IRC: SP:13 and NBS 2067 for the bridge class, and any climate-resilience allowance adopted.

3.2 Design Flood, HFL and Hydraulic Parameters

- Verify design discharge computation and adopted value; verify stage-discharge/rating analysis, HFL, LWL and design velocity by independent check;
- Check vertical clearance/freeboard and deck/soffit levels against the verified HFL per IRC:5/NBS 2067.

3.3 Waterway, Afflux and Span Justification

- Verify linear waterway adequacy (Lacey/Kellerhals regime widths as applicable), afflux computation and its acceptability for upstream conditions, and the hydraulic justification of the span arrangement and bridge length;
- Check obliquity/skew, guide alignment and approach embankment encroachment on the waterway.

3.4 Scour Assessment

- Review methodology and reproduce calculations for general, local (pier/abutment) and contraction scour per IRC:78, including worst-case combinations, and confirm the design scour levels for each foundation;
- Issue the verified design scour levels to the Individual Team through the joint comment register as the controlling interface parameter for the geotechnical and structural verifications.

3.5 Hydraulic Modelling and River Morphology (if applicable)

- Where 1D/2D modelling (e.g., HEC-RAS) has been used, review model schematization, boundary conditions, roughness, calibration and results for reasonableness;



- Review river morphology assessment: planform behavior, meandering/braiding tendency, bank erosion history, aggradation/degradation, and their implications for bridge location, alignment and protection works.

3.6 River Training and Protection Works Design Check

- Verify the hydraulic design of river training works: guide bunds/banks (layout, length, curved head geometry), spurs/studs, marginal embankments and afflux bunds, per IRC:89 and NBS 2067;
- Verify bank and bed protection design: pitching/riprap sizing and grading, launching apron dimensions and stone size for the design scour, filter design compatibility (with geotechnical concurrence via Section 8), toe protection and termination details;
- Check protection levels/extents against verified HFL and scour, freeboard of training works, and constructability/maintainability of the proposed works;
- Confirm consistency of the river training drawings with the hydraulic calculations and with the bridge structural/geotechnical interfaces.

3.7 Integration, Comments, Resolution and Certification

- Verify that the verified design discharge, HFL, afflux and scour levels are the values actually used in the geotechnical and structural documents; discrepancies are coordination findings under Section 8;
- Prepare structured comments on the standard Comment Sheet (Annex 3), each referenced to a specific document/drawing and code clause and classified by severity (Category A – safety-critical; B – material non-compliance; C – quality/editorial);
- Participate in clarification and comment-resolution meetings and the joint reviews in Section 8; issue the Hydrological Verification Report and Certificate for each bridge only when the acceptance criteria of Annex 2 are met, or a reasoned refusal identifying outstanding Category A/B items.

4. QUALIFICATION AND EXPERIENCE OF HYDROLOGICAL EXPERT

(a) Qualification	• Master's degree in Hydrology, Water Resources Engineering, Hydraulic Engineering with hydrology/hydraulics specialization from a recognized university. • The applicant must be registered in Nepal Engineering Council (NEC).
(b) Total Professional Experience	• Minimum 12 years of professional experience in the field of civil engineering profession.
(c) Project related experience	• Minimum 10 years of experience in hydrological analysis, flood estimation, hydraulic design and scour assessment for bridges and cross-drainage structures (at least 15 bridges); • Involved in Design Review of the Motorable Bridges in hydrological analysis, flood estimation, hydraulic design and scour assessment for bridges and cross drainage structures (at least 15 Bridges)





(d) Software Skills	Proficiency in recognized hydrological/hydraulic tools (e.g. HMS, HEC-RAS 1D/2D or equivalent) sufficient to perform independent check analyses;
---------------------	--

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X

X

5. SELECTION CRITERIA

The Hydrologist Expert will be selected by inviting the expression of interest (EOI) by publishing a notice pursuant to section 30 of the Public Procurement Act 2063. Once a shortlist has been prepared, the public entity will request for proposals from the shortlisted consultants included in that list by sending them the documents relating to proposal according to Public Procurement Regulation 2064, Rule 71.

6. DURATION OF THE SERVICES

- The duration of the consulting services will be 10 months after the commencement of services. The input of consulting service shall be continuous and will be utilized in full-service duration.
- The contract shall be terminated if the office does not need the consultant's service due to the project's internal management or unsatisfactory performance of the consultants as evaluated by the Road & Bridge Section.
- In case of the termination of the contract on part of the office (client); the office will inform in writing one (1) month before to the consultant.
- If the Consultant wishes to leave the project; s/he shall mandatorily inform in writing two (2) months before to the Road & Bridge Section.
- In mutual agreement of both parties, the duration of the agreement can be extended upon satisfactory performance and availability of budget.

7. DUTY STATION

The Duty station of the Hydrologist Expert is Road & Bridge Section, Department of Local Infrastructure Development, Shree Mahal, Pulchowk and visit of bridge site execution by Department and LIDPO Offices as per requirement.

8. CONSULTANT's REPORTING OBLIGATIONS

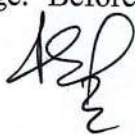
The Hydrologist Experts will provide the services in close coordination with and will report to the project coordinator, Road Bridge Section, DoLID.

- Periodic Progress Report-Monthly Report and a final consolidated report need to be furnished to the Project Coordinator, highlighting the task carried out during the period with supporting details.
- Monthly work plan event reports and field reports as appropriate;
- Proceedings of conferences, seminar/ workshops and trainings;
- Field report after each field visit, enlisting activities undertaken at the field level.
- Other reports as asked by RBS in connection with the project work.
- Final report at the end of the assignment.

9. RESPONSIBILITIES

The Individual Expert (Hydrologist) is an independent reviewer and verifier, not a co-designer, and does not assume design responsibility. The Individual Expert (Hydrologist) is liable only for failure to exercise the professional skill, care and diligence reasonably expected of a competent hydrologist/hydraulic engineering professional in performing the verification services under this ToR, including gross negligence or willful misconduct in the checking process.

- The Individual Expert (Hydrologist) shall have no conflict of interest (COI) in respect of any bridge. Before commencement, the Individual Expert (Hydrologist) shall submit the Self-



Declaration at Annex 5 confirming that s/he was not engaged, directly or indirectly, in the DPR/detailed design preparation of any bridge in the Package, and that no firm with which he/she is or was recently associated (as partner, director, employee or consultant) was so engaged.

- If a COI is identified for a particular bridge after commencement, the Individual Expert (Hydrologist) shall disclose it immediately; that bridge shall be withdrawn from his/her scope without penalty, and the payment shall not be made for that bridge INDIVIDUAL CONSULTANT;
- The Individual Expert (Hydrologist) shall not participate, directly or indirectly, in any downstream design, supervision or works contract for any bridge he/she has proof checked under this ToR, unless expressly permitted by the Client in writing;
- False declaration or concealment of COI constitutes grounds for immediate termination, forfeiture of paid fees for affected bridges, blacklisting action under the PPA/PPR and other legal consequences; and
- All documents, data and information received shall be treated as strictly confidential during and after the assignment and any use of the data, information related with this assignment without the prior consent/ approval of the Client shall be used against the Individual Expert as per the prevailing laws, acts of the Government of Nepal.

10. PAYMENT

- The Consultant's remuneration per month shall be through the agreed amount of the successful consultant.
- The price escalation is not applicable to this assignment.
- The Hydrologist Expert shall be paid by Department of Local Infrastructure Development every month on the submission of his/her invoice and time- sheet with the obligatory reports certified by the department. The invoice must be associated with the Consultant's VAT bill having readable PAN No.
- The Consultant shall be paid a lump sum amount of remuneration per month, which should include all his/her overheads, social charges and other associated costs including local transportation within project area.

11. LOGISTIC SUPPORT

The Hydrologist Expert shall be provided the logistic support as below:

- The office space and working furniture (table & chair) shall be provided to the Hydrologist Expert within premises of office of the RBS, Pulchowk, Lalitpur. The R&BS may avail the office space outside the premises in case of non-availability of the sufficient space in the office premises.
- The R&BS, Offices shall avail the stationery, printers, electricity and internet facility to the consultant during working hour.
- The Hydrologist Expert shall have his/her own laptop for working.

12. TAXATION

The Hydrologist Expert is fully responsible for all taxes imposed by the government. The consultant shall be registered in VAT after agreement. The consultant shall be responsible for the cost of the premium of insurance plan s/he takes up.

13. INDEMNITY

The Hydrologist Expert shall be responsible for any damage to life, property that may arise out of his /her works and s/he shall take all necessary insurance provision to indemnify any claims for compensation that may arise through his/her negligence.

14. DISPOSITION OF FACILITIES

At the end of the project, the Hydrologist Expert shall hand over to the RBS all equipment, apparatus or other things procured by the office funding used by the Consultant during the assignment. All items handed over to the R&BS shall be in good operating condition. Items which have become unserviceable due to negligence or causes other than fair usage, shall be replaced at the Consultant's expense.

15. PROFESSIONAL LIABILITY INSURANCE

The Consultant shall maintain valid Professional Liability Insurance (Errors & Omissions Insurance) for the entire duration of the contract and for a minimum of 12 months after completion of services.

- Insurance shall cover financial losses arising from professional negligence, design errors, incorrect recommendations, and omissions in failure to detect or report Hydrologist risks.
- The minimum coverage amount shall not be less than **(to be fixed by DoLID based on contract value)** and proof of valid insurance shall be submitted to DoLID before contract signing. Renewal or extension documents must be provided as required.
- If any claim or damage arises due to the Consultant's error, negligence, inaccurate interpretation, or faulty advice, the Consultant shall be fully liable and DoLID reserves the right to recover all the associated costs through the Insurance instruments.
- Failure to maintain the valid insurance shall be treated as a breach of contract and may lead to suspension of payments, termination of contract, or other actions as per GoN procurement regulations.

16. DISPUTE RESOLUTION AND GOVERNING LAWS

The parties shall first attempt amicable resolution through mutual consultation. Failing amicable settlement within 30 days, the dispute shall be referred to arbitration under the Arbitration Act, 2055 of Nepal; the seat shall be Kathmandu and the language English (documents in Nepali admissible). This engagement is governed by the laws of Nepal, including the PPA 2063 and PPR 2064 (with Amendment).

17. AGREEMENT

The Hydrologist Expert shall be required to enter into an agreement with the DoLID, Road & Bridge Section.



Curriculum Vitae



Applied for the Position of:

A. Personal Background

1. Name			
2. Date of birth			
3. Nationality:			
4. Home Address: -			
5. Correspondence Address			
6. Contact No:	Home:	Cell No:	Office:
7. Email:			

B. Academic Qualification (Latest on the top)

University	Degree	Year	Division

C. Training

Institution	Training on	Duration

D. Language

Language	Speaking	Writing	Reading	Remarks
English				
Nepali				

4/2/2

0/1

3/1



Others a.				
b.				
c.				

Note:

1. Excellent	2. Good	3. Fair	4. Poor
--------------	---------	---------	---------

E. Work Experience, Including Consultancy Service (If more than one, fill accordingly creating tables)

Employer Name:			
Funding Agency:			
Job Title/ Designation:			
Supervisor's Name		Contact No:	Email:
Duration	From:	To:	
Key Responsibilities (in bullet Point)			
Achievement			

F. Computer Skill

Skill	Excellent	Good	Fair	Remarks
Word				
Spread Sheet (Excel)				
Power Point				
GIS				
Auto CAD				
Bridge Design Software				

G. Referees (3 Referees with Contact No. & Email ID) Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

.....

Signature

Full name: Date

Annex 2 – Hydrological/Hydraulic Individual Checklist and Acceptance Criteria (minimum items)

No.	Check item	Result (Pass / Fail / N.A.)	Category if Fail
1	Hydrological data source, period and quality adequate (DHM records, flood marks, local enquiry)		B
2	Design return period per IRC:5/IRC:SP:13/NBS 2067 for bridge class		A
3	Design flood verified by at least two applicable methods; adopted value justified ($\pm 10\%$ of governing estimate)		A
4	HFL/LWL and design velocity verified; rating/stage analysis sound		A
5	Freeboard/vertical clearance and soffit level compliant with verified HFL		A
6	Linear waterway adequate (regime width check); span arrangement hydraulically justified		A
7	Afflux computed correctly and acceptable for upstream conditions		B
8	General, local and contraction scour reproduced per IRC:78; design scour levels confirmed per foundation		A
9	Verified interface parameters entered in joint register and match values used in geotechnical/structural design		A
10	Hydraulic model (if used) properly schematized, calibrated, results reasonable		B
11	River morphology (shifting, braiding, erosion, aggradation/degradation) assessed and reflected in design		B
12	River training works (guide bunds, spurs, embankments) hydraulically designed per IRC:89/NBS 2067		A
13	Protection works: riprap/pitching sizing, launching apron dimensions/stone size for design scour, filter compatibility, toe/termination details		A
14	Training/protection levels and extents consistent with verified HFL and scour; adequate freeboard		B
15	River training drawings consistent with calculations and with structural/geotechnical interfaces		B
16	Editorial/presentation quality of hydrology and river training volumes		C

Acceptance: certificate only when no unresolved Category A, and all Category B closed or justified in writing to the satisfaction of the INDIVIDUAL CONSULTANT (Hydrology). Category C listed for final DPR incorporation.







Annex 3 – Standard Comment Sheet (format)

Columns: Comment No. | Bridge ID | Document/Drawing ref. | Clause/Code ref. | Description of issue | Category (A/B/C) | Design Consultant response | INDIVIDUAL CONSULTANT final status (Closed / Justified / Open) | Date. One register per bridge, shared with the IndividualTeam per Section 8.5.

Sample template:

Proof Checking of Completed DPRs of Local Road Bridges • Comment No. prefix: HY

1. Bridge and Register Identification

Bridge name / Bridge ID		Package / Task Order No.	
District / Local level / Road link		DPR (design) consultant	
Individual Consultant (name, NEC No.)		Register opened / last updated	

2. Comment Register

Example rows are shown in italics for guidance and shall be deleted in use. Add rows as required; continue on further sheets with the same numbering series.

Comment No.	Bridge ID	Document / Drawing ref.	Clause / Code ref.	Description of issue	Category (A/B/C)	Design Consultant response	INDIVIDUAL CONSULTANT final status (Closed / Justified / Open)	Date
<i>HY-001</i>	<i>BR-014</i>	<i>Hydrology Report, Cl. 3.2, Rev. A</i>	<i>IRC:5 / IRC:SP:13</i>	<i>Design return period adopted as 50 years; 100 years is required for this bridge class. Design flood to be re-estimated.</i>	<i>A</i>	<i>[to be filled by Design Consultant]</i>	<i>Open</i>	<i>.../.../...</i>
<i>HY-002</i>	<i>BR-014</i>	<i>Hydrology Report, Table 4.3</i>	<i>IRC:78 Cl. 703</i>	<i>INTERFACE – Local scour at pier P1 computed without the velocity amplification factor; verified design scour level is 209.10 m (not 211.30 m as stated). Issued to INDIVIDUAL CONSULTANT (Geotechnical) and INDIVIDUAL CONSULTANT (Bridge Design) as the controlling value.</i>	<i>A</i>		<i>Open</i>	<i>.../.../...</i>
<i>HY-003</i>	<i>BR-014</i>	<i>Hydrology Report, Cl. 5.1</i>	<i>IRC:5 Cl. 106</i>	<i>Freeboard above verified HFL is 0.9 m against the required 1.5 m for the design discharge; soffit level to be revised.</i>	<i>A</i>		<i>Open</i>	<i>.../.../...</i>
<i>HY-004</i>	<i>BR-014</i>	<i>Drawing RT-03, Rev. A</i>	<i>IRC:89 Cl. 6.4</i>	<i>Launching apron thickness and stone size not derived from the design scour depth; apron design to be recomputed and detailed.</i>	<i>B</i>		<i>Open</i>	<i>.../.../...</i>
<i>HY-005</i>	<i>BR-014</i>	<i>Hydrology Report, Annex A</i>	<i>–</i>	<i>DHM station ID and record period not stated for the rainfall series used.</i>	<i>C</i>		<i>Open</i>	<i>.../.../...</i>

[Signature]

[Signature]

[Signature]

3. Category Definitions

Category	Meaning	Effect on certification
A	Safety-critical	Must be CLOSED before any certificate is issued. An open Category A component requires a reasoned refusal to certify.
B	Material non-compliance	Must be CLOSED, or JUSTIFIED in writing by the Design Consultant to the satisfaction of the INDIVIDUAL CONSULTANT, before certification.
C	Quality / editorial	Does not block certification; listed in the Verification Report for incorporation in the final DPR.

4. Summary Tally (to be completed at certification)

Category	Issued	Closed	Justified (accepted)	Open
A – Safety-critical				
B – Material non-compliance				
C – Quality / editorial				
Total				

5. Signatures

Individual Consultant – Hydrology

Name:

NEC Reg. No.:

Signature: Date:

Annex 4 – Hydrological Verification Certificate and Joint Coordination Statement (format)

The Certificate shall state: bridge ID; documents reviewed (with revision numbers); checking basis (codes); summary of comments by category and closure status; the statement of verification; references to the Geotechnical and Hydrological Certificates; and the Joint Coordination Statement signed by INDIVIDUAL CONSULTANT (Bridge), INDIVIDUAL CONSULTANT (Geotechnical) and INDIVIDUAL CONSULTANT (Hydrology) confirming interface parameters (design discharge, HFL, design scour level, founding level, bearing capacity seismic inputs) are consistent across the three verifications.

This Annex contains four instruments, to be completed for each bridge:

- **Part A – Hydrological Verification Certificate** (issued by the Individual Consultant (Hydrology); first in the sequence);
- **Part B – Geotechnical Verification Certificate** (issued by the INDIVIDUAL CONSULTANT (Geotechnical); second in the sequence);
- **Part C – Design Verification Certificate (Bridge)** (issued by the INDIVIDUAL CONSULTANT (Bridge Design); final in the sequence); and
- **Part D – Joint Coordination Statement** (signed by all three Individual Consultants).

The certification sequence is Hydrology → Geotechnical → Bridge Design. No Certificate takes effect unless the signed Joint Coordination Statement (Part D) for the same bridge is attached. Where the acceptance criteria are not met, the Consultant shall issue a reasoned refusal on the same format (Section 5, third tick-box).



Government of Nepal
Ministry of Infrastructure Development
Department of Local Infrastructure Development (DOLID)
 Shree Mahal, Pulchowk, Lalitpur



HYDROLOGICAL VERIFICATION CERTIFICATE

Independent Proof Checking of Completed DPR – Hydrological, Hydraulic and River Training Aspects

Part A – first certificate in the sequence: Hydrology → Geotechnical → Bridge Design

1. Identification

Certificate No.	
Bridge name / Bridge ID	
District / Local level / Road link	
River / stream crossed	
Span arrangement / structure type	
Foundation type	
Package No. / Task Order No. & date	
DPR (design) consultant	
Individual Consultant (name, NEC No.)	
Date of this Certificate	

2. Documents Reviewed (with revision numbers)

No.	Document / drawing title	Doc. / drawing no.	Revision	Date
1				
2				
3				

Only the documents and revisions listed above have been reviewed. This Certificate does not extend to any subsequent revision.

3. Checking Basis (codes and standards)

Checked against: Nepal Bridge Standards 2067 (updated); DoR Standard Specifications 2073; IRC:5; IRC:6; IRC:78 (scour); IRC:SP:13; IRC:89 (river training); MoRTH guidelines; DHM data practice; and [... any project-specific criteria].

Where the DPR states a different code basis, the basis stated in the DPR has been used as the reference for checking, and any inadequacy of that basis has been reported as a finding.

4. Summary of Comments by Category and Closure Status

Category	Issued	Closed	Justified (accepted)	Open
A – Safety-critical				
B – Material non-compliance				
C – Quality / editorial				
Total				

The full comment register (Annex 3 Comment Sheet) for this bridge is attached to and forms part of this Certificate. Category C comments, if any, are listed for incorporation in the final DPR and do not affect this Certificate.

4A. Verified Hydraulic Interface Parameters (issued to the Individual Consultant)

The following verified values are the controlling interface parameters for the geotechnical and structural verifications of this bridge, and have been entered in the joint comment register:

Parameter	Verified value	Unit	Basis / code
Design return period		years	
Design discharge (Q)		m ³ /s	
Highest Flood Level (HFL)		m (RL)	
Low Water Level (LWL)		m (RL)	
Design velocity		m/s	
Afflux		m	
Linear waterway adopted		m	
Freeboard / soffit level		m (RL)	
Design scour level – abutment A1		m (RL)	
Design scour level – pier(s) P1 / P2 ...		m (RL)	
Design scour level – abutment A2		m (RL)	

5. Statement of Verification

I have independently reviewed the hydrological data and methods, design flood estimation, HFL/LWL, waterway and afflux scour assessment, hydraulic modelling and river morphology, and the design of river training and bank/bed protection work for the bridge identified in Section 1, exercising the professional skill, care and diligence reasonably expected of a competent hydrologist/hydraulic engineer.

Tick as applicable:

- ☐ **CERTIFIED — the acceptance criteria of the ToR are met for this bridge.**
- ☐ **CERTIFIED WITH OBSERVATIONS** — all Category A comments are closed; Category B comments are closed or justified in writing; Category C observations listed for incorporation.
- ☐ **NOT CERTIFIED (reasoned refusal)** — the following Category A/B comments remain unresolved and unjustified (attach reasoned refusal note).

6. References to the Related Certificates

Certificate	Certificate No.	Date	Issued by (name / NEC No.)
Geotechnical Verification Certificate	(issued after this)		
Design Verification Certificate (Bridge)	(issued after this)		
Field Verification Report (Annex 7)			

7. Signature

Individual Consultant (Hydrology) Name: NEC Reg. No.: Contract / Task Order No.: Signature: Date: Seal / stamp:	Received / accepted by the Client (DOLID) Name: Designation: Coordinator, DOLID Signature: Date: Office seal:
---	---







7. Acceptance by the Client

The Department of Local Infrastructure Development (DOLID) acknowledges receipt and acceptance of this Joint Coordination Statement together with the three Verification Certificates listed in Section 2.

Coordinator, DOLID Name: Designation: Signature: Date: Office seal:	Director General / Designated Officer, DOLID Name: Designation: Signature: Date: Office seal:
--	--

Attachments: Comment Sheets (Annex 3) for each discipline • Completed checklists (Annex 2) • Field Verification Report (Annex 7) • Reasoned refusal note(s), if any.





Government of Nepal
Ministry of Infrastructure Development
Department of Local Infrastructure Development (DOLID)
Shree Mahal, Pulchowk, Lalitpur



JOINT COORDINATION STATEMENT

Confirmation of Consistency of Interface Parameters across the Three Verifications

Part D – to be signed by all three Individual Consultants; the three Certificates are valid only with this Statement

1. Bridge and Package

Bridge name / Bridge ID	
District / Local level / Road link	
Package No. / Task Order No. & date	
Date of joint review meeting	
Date of this Statement	

2. Certificates Covered by this Statement

Certificate	Certificate No.	Date	Issued by (name / NEC No.)
Hydrological Verification Certificate			
Geotechnical Verification Certificate			
Design Verification Certificate (Bridge)			

3. Agreed Interface Parameters (single set, binding on all three verifications)

We confirm that the following single set of interface parameters has been used consistently across the hydrological geotechnical and structural verifications of this bridge:

Interface parameter	Agreed value	Unit	Verified by	Consistent? (Y/N)
Design discharge (Q)		m ³ /s	INDIVIDUAL CONSULTANT (Hydrology)	
Highest Flood Level (HFL)		m (RL)	INDIVIDUAL CONSULTANT (Hydrology)	
Design scour level – A1		m (RL)	INDIVIDUAL CONSULTANT (Hydrology)	
Design scour level – P1 / P2 ...		m (RL)	INDIVIDUAL CONSULTANT (Hydrology)	
Design scour level – A2		m (RL)	INDIVIDUAL CONSULTANT (Hydrology)	
Founding level – A1		m (RL)	INDIVIDUAL CONSULTANT (Geotech)	
Founding level – P1 / P2 ...		m (RL)	INDIVIDUAL CONSULTANT (Geotech)	
Founding level – A2		m (RL)	INDIVIDUAL CONSULTANT (Geotech)	
Safe / allowable bearing capacity		kPa	INDIVIDUAL CONSULTANT (Geotech)	
Pile / well capacity (if applicable)		kN	INDIVIDUAL CONSULTANT (Geotech)	
Seismic inputs (Z, site class,		–	INDIVIDUAL CONSULTANT	

Interface parameter	Agreed value	Unit	Verified by	Consistent? (Y/N)
response)			(Geotech) / INDIVIDUAL CONSULTANT (Bridge)	
Liquefaction status		—	INDIVIDUAL CONSULTANT (Geotech)	
Values adopted in the structural design		—	INDIVIDUAL CONSULTANT (Bridge Design)	

Every founding level shall be at or below the corresponding agreed design scour level with the embedment margin required by IRC:78. Any 'N' entry above is a Category A coordination finding and must be closed before the Certificates take effect.

4. Unresolved Interface Issues (if any)

No.	Description of unresolved interface issue	Category	Escalated to Client (date)
1			
2			

If there are no unresolved interface issues, write "NIL" above.

5. Joint Declaration

We, the undersigned Individual Consultants engaged separately by the Department of Local Infrastructure Development (DOLID) for the proof checking of the above bridge, jointly declare that:

- we have participated in the joint review for this bridge and have exchanged and cross-checked our respective findings through the joint comment register;
- the interface parameters listed in Section 3 constitute a single, agreed and mutually consistent set, and each of us has used those same values in our respective verifications;
- the design scour levels verified by the INDIVIDUAL CONSULTANT (Hydrology) have been adopted by the INDIVIDUAL CONSULTANT (Geotechnical) in fixing founding levels, and the geotechnical capacities and founding levels verified by the INDIVIDUAL CONSULTANT (Geotechnical) have been adopted by the INDIVIDUAL CONSULTANT (Bridge Design) in the structural verification;
- any interface discrepancy identified during the review has been either closed or escalated to the Client as recorded in Section 4; and
- Each of us retains sole responsibility for our own discipline verification, and this Statement does not transfer or share liability between us, nor does it relieve the DPR (design) consultant of full responsibility for the design.

6. Signatures of the Three Individual Consultants

INDIVIDUAL CONSULTANT (Hydrology)	INDIVIDUAL CONSULTANT (Geotechnical)	INDIVIDUAL CONSULTANT (Bridge Design)
Name:	Name:	Name:
NEC Reg. No.:	NEC Reg. No.:	NEC Reg. No.:
Signature:	Signature:	Signature:
Date:	Date:	Date:

[Signature]

[Signature]

[Signature]

Annex 5 – Self-Declaration of No Conflict of Interest (format)



I, [full name], NEC Reg. No. [...], solemnly declare that:

1. I have no conflict of interest in undertaking proof checking of the bridges listed in Annex 1;
2. I am not and was not engaged, directly or indirectly, in the DPR/detailed design preparation of any bridge in Annex 1 in any capacity;
3. No firm or organization with which I am or have recently been associated (as partner, director, employee or consultant) was involved in the DPR/detailed design preparation of any bridge in Annex 1; and
4. I shall immediately disclose any situation giving rise to a conflict of interest during the assignment. I understand that a false declaration or concealment shall result in termination, forfeiture, blacklisting action and legal consequences under the prevailing laws.

Signature:

Name:

Date:

Terms of Reference

Government of Nepal

Ministry of Infrastructure Development (MoID)

Department of Local Infrastructure Development

Shree mahal, Lalitpur

Terms of Reference (TOR)

For

MOTORABLE BRIDGE EXPERT (INDIVIDUAL CONSULTANT)



1. INTRODUCTION

Government of Nepal is involved in the construction of roads and bridges in provincial and local road network through different programs across Nepal. The Constitution of Nepal emphasizes cooperation, coordination and co-existence among three levels of government. Effectiveness in service delivery and strengthening the interdependence of provincial and local level must be improved by appropriate intervention to reduce capacity gaps. Realizing it, Local Infrastructure Development Project Offices (LIDPO) have been already established in all seven provinces under Department of Local Infrastructure Development (DoLID). The DoLID, Ministry of Infrastructure Development, Government of Nepal ("the Client") is implementing a programme of 700 local road bridges. The Detailed Project Reports (DPRs) have been completed for 252 of these bridges, with a further approximately 98 expected within the next 10 months totaling 350 bridges. Before the bridges proceed to works procurement, the completed DPRs must undergo independent proof checking to confirm structural safety, hydraulic adequacy, durability, constructability and code compliance.

Likewise, Department has its own annual budget for preparation of DPRs of over 650 Motorable Bridges which are to be verified, checked to confirm structural safety, hydraulic adequacy, durability, constructability and code compliance. For this intensive work, the Department intends to hire an Individual Expert (Motorable Bridge Expert) of required experience in 3 (three) numbers to expedite the progress of work.

Local Level Motorable Bridge & Community Access Improvement Projects (LMBCAIP) is the main program related to motorable bridge construction under Road Bridge Section (RRBS) and LIDPO Offices with the major objectives of:

- Improve the connectivity of Local Level Roads to provide all weather crossings and connections.
- To reduce the travel time, provide safe access during monsoon and connect local levels to the market.
- To provide bridge construction for due interconnection of rural areas, agriculture centers & Local-level administrative centers with national and provincial road networks.

Project Area: Consultant may require to serve within overall districts of Nepal, specifically on working area of LIDPO Office bridge projects.

2. SERVICES

The Department of Local Infrastructure Development (DoLID) requires the services of a qualified and experienced Motorable Bridge Design Expert (herein after referred to as "Bridge Expert") to support RRBS and LIDPO Offices in implementation of projects in design of bridges, monitoring

quality control of bridges and support contract management, social and environmental safeguards and resettlement activities.

The Bridge Expert will prepare and provide technical inputs particularly in bridge sector in design, construction, supervision, monitoring of site activities and progress of the bridge project including its quality control. S/he will assist the other team members in overall implementation of the project. The Bridge Expert will work directly under the guidance and close supervision of the Project Coordinator of Local Bridge Section, Department of Local Infrastructure Development.

The Specific objectives of the consultancy services are as follows:

- To provide independent, competent and unbiased verification that the bridge designs comply with the applicable codes, standards, loading (including seismic), hydraulic/scour criteria and the Client's requirements;
- To identify material errors, omissions, inconsistencies or non-compliances in the design, calculations, detailing, foundation integration and drawings that a reasonably competent bridge engineering professional exercising due care would be expected to detect;
- To confirm proper integration of the geotechnical and hydrological/hydraulic findings — as separately verified by the Individual Consultant (Geotechnical) and Individual Consultant (Hydrology) — into the substructure and foundation design of each bridge;
- To classify each finding by severity and track it to closure through a structured comment-resolution process; and
- To issue, for each bridge, a Proof Checking Report and a Design Verification Certificate (or a reasoned refusal to certify) in accordance with the acceptance criteria mentioned in the ToR.

3. SCOPE OF CONSULTING SERVICES

The overall programme target is to complete independent proof checking of **252 bridges** whose DPRs have been or will be prepared. As of the date of this ToR:

- ✓ DPRs of **252 bridges** have already been completed and are ready for proof checking.
- ✓ DPRs of the remaining bridges (approximately 98 bridges) are expected to be completed progressively within the next **10 months**.
- ✓ DPRs as per the Yearly Programme of the Department which are yet to be prepared.

The Individual Consultant shall be responsible for *Proof Checking* of the bridges assigned under this contract. The Individual Consultant shall plan and deploy resources keeping in view that proof checking of the full target of 350 bridges is to be completed within a period of **10 months** from the date of contract signing, subject to timely submission of DPRs by the Client.

The Bridge Expert shall perform the following services independently for each bridge in the Package. The review checklist at Annex 2 forms part of this Scope and shall be completed and annexed to the Proof Checking Report of each bridge.

The Bridge Expert shall work with close co-ordination with the Road & Bridge Section, LIDPO Offices as well as the other Individual Consultant hired by the department for the fulfillment of the service.



3.1 Review of Design Basis and Criteria

- Scrutinize the Design Basis Note (or equivalent DPR chapter), design input parameters, loading criteria (IRC Class A/AA/70R or Class 50 where applicable, braking/impact, temperature, seismic per IRC SP 114-2018 and IRC:6), material properties and applicable code clauses.
- Verify internal consistency between the design basis, calculations and drawings, and consistency with the Nepal Bridge Standards 2067 and DoR Specifications 2073.

3.2 Independent Verification – Superstructure

- Carry out independent analysis or check calculations for principal superstructure elements (deck slab, girders – RCC/PSC, box girders, diaphragms, cantilevers, articulation/continuity) covering flexure, shear, torsion, serviceability (deflection and crack width), fatigue where relevant, and prestressing including losses and anchorage zones where applicable;
- Verify bearings, expansion joints, deck drainage, wearing course, crash barriers/parapets and their integration with the structural system.

3.3 Independent Verification – Substructure and Foundation Integration

- Verify the structural design of piers, abutments, pier/abutment caps, wing and return walls, and the structural design of foundations (open/pile/well) for the governing load combinations, including seismic;
- Confirm that the geotechnical capacities, founding levels and design scour levels adopted in the structural design are exactly those verified by the Individual Consultant (Geotechnical) and Individual Consultant (Hydrology); any discrepancy shall be raised as a coordination finding under this ToR.
- Review stability checks (overturning, sliding, and bearing) and load transfer at the foundation–substructure interface.

3.4 Hydraulic and Riverine Integration (Cross-Check Only)

- Confirm that the design discharge, HFL/LWL, waterway, afflux, freeboard and scour values used in the structural documents match the values verified by the Individual Consultant (Hydrology); the primary verification of hydrology and hydraulics is outside this ToR and rests with the Individual Consultant (Hydrology);
- Review the structural adequacy of river training and protection works insofar as they interact with the bridge structure.

3.5 Drawings, Detailing and Constructability

- Examine all drawings for completeness, correctness, constructability and compliance with the calculations: reinforcement detailing and laps/anchorage, bar bending schedules, construction joints and stages, seismic detailing/ductility provisions, bearings and expansion joint details, approach slab and deck furniture;
- Check dimensional and level consistency across structural, geometric, hydraulic and river-training drawings;

3.6 Comments, Resolution and Certification

- Prepare structured comments on the standard Comment Sheet (Annex 3), each referenced to a specific document/drawing and code clause and classified by severity (Category A – safety-critical; B – material non-compliance; C – quality/editorial);



- Participate in clarification and comment-resolution meetings (virtual or in person) and in the joint reviews described in the ToR.
- Issue the Proof Checking Report and the Design Verification Certificate for each bridge when the acceptance criteria of Annex 2 are met; where they are not met, issue a reasoned refusal identifying the outstanding Category A/B items.



4. QUALIFICATION AND EXPERIENCE OF BRIDGE EXPERTS

(a) Qualification	• Master's degree in Structural Engineering /Bridge Engineering /Civil Engineering (Structures) from a recognized university; • The applicant must be registered in Nepal Engineering Council (NEC).
(b) Total Professional Experience	• Minimum 12 years of professional experience in the field of civil engineering profession.
(c) Project related experience	• Minimum 10 years of experience in structural design of motorable bridges (RCC/PSC), including foundations in riverine or flood-prone environments (at least 15 bridges); • Involved in Design Review of the motorable bridges (RCC/PSC), including foundations in riverine or flood-prone environments (at least 15 bridges);
(d) Software Skills	• Proficiency in recognized structural analysis software (e.g., SAP2000, CSI-Bridge, MIDAS, STAAD) sufficient to perform independent check analyses.

5. SELECTION CRITERIA

The Hydrologist Expert will be selected by inviting the expression of interest (EOI) by publishing a notice pursuant to section 30 of the Public Procurement Act 2063. Once a shortlist has been prepared, the public entity will request for proposals from the shortlisted consultants included in that list by sending them the documents relating to proposal according to Public Procurement Regulation 2064, Rule 71.

6. DURATION OF THE SERVICES

- The duration of the consulting services will be 10 months after the commencement of services. The input of consulting service shall be continuous and will be utilized in full-service duration.
- The contract shall be terminated if the office does not need the consultant's service due to the project's internal management or unsatisfactory performance of the consultants as evaluated by the Road & Bridge Section.
- In case of the termination of the contract on part of the office (client); the office will inform in writing one (1) month before to the consultant.
- If the Consultant wishes to leave the project; s/he shall mandatorily inform in writing two (2) months before to the Road & Bridge Section.

- In mutual agreement of both parties, the duration of the agreement can be extended upon satisfactory performance and availability of budget.



7. DUTY STATION

The Duty station of the Bridge Expert is Road & Bridge Section, Department of Local Infrastructure Development, Shree Mahal, Pulchowk and visit of bridge site execution by Department and LIDPO Offices as per requirement.

8. CONSULTANT'S REPORTING OBLIGATIONS

The Bridge Experts will provide the services in close coordination with and will report to the project coordinator, Road Bridge Section, DoLID.

- Periodic Progress Report-Monthly Report and a final consolidated report need to be furnished to the Project Coordinator, highlighting the task carried out during the period with supporting details.
- Monthly work plan event reports and field reports as appropriate;
- Proceedings of conferences, seminar/ workshops and trainings;
- Field report after each field visit, enlisting activities undertaken at the field level.
- Other reports as asked by RBS in connection with the project work.
- Final report at the end of the assignment.

9. RESPONSIBILITIES

The Individual Expert (Bridge Expert) is an independent reviewer and verifier, not a co-designer, and does not assume design responsibility. The Individual Expert (Bridge Expert) is liable only for failure to exercise the professional skill, care and diligence reasonably expected of a competent structural/bridge engineering professional in performing structural verification services under this ToR including gross negligence or willful misconduct in the checking process.

- The Individual Expert (Bridge Expert) shall have no conflict of interest (COI) in respect of any bridge. Before commencement, the Individual Expert (Bridge Expert) shall submit the Self-Declaration at Annex 5 confirming that s/he was not engaged, directly or indirectly, in the DPR/detailed design preparation of any bridge in the Package, and that no firm with which he/she is or was recently associated (as partner, director, employee or consultant) was so engaged;
- If a COI is identified for a particular bridge after commencement, the Individual Expert (Bridge Expert) shall disclose it immediately; that bridge shall be withdrawn from his/her scope without penalty, and the payment shall not be made for that bridge INDIVIDUAL CONSULTANT;
- The Individual Expert (Bridge Expert) shall not participate, directly or indirectly, in any downstream design, supervision or works contract for any bridge he/she has proof checked under this ToR, unless expressly permitted by the Client in writing;
- False declaration or concealment of COI constitutes grounds for immediate termination, forfeiture of paid fees for affected bridges, blacklisting action under the PPA/PPR and other legal consequences; and
- All documents, data and information received shall be treated as strictly confidential during and after the assignment and any use of the data, information related with this assignment without the prior consent/ approval of the Client shall be used against the Individual Expert as per the prevailing laws, acts of the Government of Nepal.

10. PAYMENT

- The Consultant's remuneration per month shall be through the agreed amount of the successful consultant.
- The price escalation is not applicable to this assignment.
- The Bridge Expert shall be paid by Department of Local Infrastructure Development every month on the submission of his/her invoice and time-sheet with the obligatory reports certified by the department. The invoice must be associated with the Consultant's VAT bill having readable PAN No.
- The Consultant shall be paid a lump sum amount of remuneration per month, which should include all his/her overheads, social charges and other associated costs including local transportation within project area.

11. LOGISTIC SUPPORT

The Bridge Expert shall be provided the logistic support as below:

- The office space and working furniture (table & chair) shall be provided to the Expert within premises of office of the RBS, Pulchowk, Lalitpur. The RBS may avail the office space outside the premises in case of non-availability of the sufficient space in the office premises.
- The RBS, Offices shall avail the stationery, printers, electricity and internet facility to the consultant during working hour.
- The Bridge Expert shall have his/her own laptop for working.

12. TAXATION

The Bridge Expert is fully responsible for all taxes imposed by the government. The consultant shall be registered in VAT after agreement. The consultant shall be responsible for the cost of the premium of insurance plan s/he takes up.

13. INDEMNITY

The Bridge Expert shall be responsible for any damage to life, property that may arise out of his /her works and s/he shall take all necessary insurance provision to indemnify any claims for compensation that may arise through his/her negligence.

14. DISPOSITION OF FACILITIES

At the end of the project, the Bridge Expert shall hand over to the RBS all equipment, apparatus or other things procured by the office funding used by the Consultant during the assignment. All items handed over to the RBS shall be in good operating condition. Items which have become unserviceable due to negligence or causes other than fair usage, shall be replaced at the Consultant's expense.

15. PROFESSIONAL LIABILITY INSURANCE

The Consultant shall maintain valid Professional Liability Insurance (Errors & Omissions Insurance) for the entire duration of the contract and for a minimum of 12 months after completion of services.

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- a. Insurance shall cover financial losses arising from professional negligence, design errors, incorrect recommendations, and omissions in failure to detect or report risks.
- b. The minimum coverage amount shall not be less than **(to be fixed by DoLID based on contract value)** and proof of valid insurance shall be submitted to DoLID before contract signing. Renewal or extension documents must be provided as required.
- c. If any claim or damage arises due to the Consultant's error, negligence, inaccurate interpretation, or faulty advice, the Consultant shall be fully liable and DoLID reserves the right to recover all the associated costs through the Insurance instruments.
- d. Failure to maintain the valid insurance shall be treated as a breach of contract and may lead to suspension of payments, termination of contract, or other actions as per GoN procurement regulations.

16. DISPUTE RESOLUTION AND GOVERNING LAWS

The parties shall first attempt amicable resolution through mutual consultation. Failing amicable settlement within 30 days, the dispute shall be referred to arbitration under the Arbitration Act, 2055 of Nepal; the seat shall be Kathmandu and the language English (documents in Nepali admissible). This engagement is governed by the laws of Nepal, including the PPA 2063 and PPR 2064 (with Amendment).

17. AGREEMENT

The Bridge Expert shall be required to enter into an agreement with the DoLID, Road & Bridge Section.



Curriculum Vitae



Applied for the Position of:

A. Personal Background

1. Name			
2. Date of birth			
3. Nationality:			
4. Home Address: -			
5. Correspondence Address			
6. Contact No:	Home:	Cell No:	Office:
7. Email:			

B. Academic Qualification (Latest on the top)

University	Degree	Year	Division

C. Training

Institution	Training on	Duration

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D. Language

Language	Speaking	Writing	Reading	Remarks
English				
Nepali				
Others a.				
b.				
c.				

Note:

1. Excellent 2. Good 3. Fair 4. Poor

E. Work Experience, Including Consultancy Service (If more than one, fill accordingly creating tables)

Employer Name:			
Funding Agency:			
Job Title/ Designation:			
Supervisor's Name		Contact No:	Email:
Duration	From:	To:	
Key Responsibilities (in bullet Point)			
Achievement			

F. Computer Skill

Skill	Excellent	Good	Fair	Remarks
Word				
Spread Sheet (Excel)				
Power Point				
GIS				
Auto CAD				
Bridge Design Software				

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[Signature]



G. Referees (3 Referees with Contact No. & Email ID) Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

.....

Signature

Full name: Date

Annex 2 – Bridge Design Proof Check Checklist and Acceptance Criteria (checklist items)



No.	Check item	Result (Pass / Fail / N.A.)	Category if Fail
1	Design basis complete, internally consistent, correct codes and loadings (incl. IRC SP 114-2018 seismic)		A/B
2	Superstructure flexure/shear/torsion checks reproduced within acceptable tolerance ($\pm 5\%$ governing effects)		A
3	Serviceability: deflection and crack width within code limits		B
4	Prestressing design incl. losses, anchorage zones (if applicable)		A
5	Substructure design for governing combinations incl. seismic; stability (overturning/sliding/bearing)		A
6	Foundation structural design consistent with verified geotechnical parameters (IC-Geotech values)		A
7	Founding level at or below verified design scour level (IC-Hydrology value)		A
8	Bearings, expansion joints, articulation correctly designed and detailed		B
9	Reinforcement detailing, laps/anchorage, ductile detailing compliant		B
10	Drawings complete, consistent with calculations; levels/dimensions cross-consistent		B
11	River training/protection works structurally adequate at interfaces		B
12	Constructability and construction-stage checks addressed		C
13	Editorial/presentation quality of DPR structural volumes		C

Acceptance: certificate only when no unresolved Category A, and all Category B closed or justified in writing to the satisfaction of the IC (Bridge). Category C listed for final DPR incorporation.

[Signature]

[Signature]

[Signature]

● **Annex 3 – Standard Comment Sheet (format)**

Columns: Comment No. | Bridge ID | Document/Drawing ref. | Clause/Code ref. | Description of issue | Category (A/B/C) | Design Consultant response | IC final status (Closed / Justified / Open) | Date.
 One register per bridge, shared with the Proof Check Team per Section 8.5.

Individual Consultant – Bridge Expert

Proof Checking of Completed DPRs of Local Road Bridges • Comment No. prefix: BD

1. Bridge and Register Identification

Bridge name / Bridge ID		Package / Task Order No.	
District / Local level / Road link		DPR (design) consultant	
Proof Check Consultant (name, NEC No.)		Register opened / last updated	

2. Comment Register

Example rows are shown in italics for guidance and shall be deleted in use. Add rows as required; continue on further sheets with the same numbering series.

Comment No.	Bridge ID	Document / Drawing ref.	Clause / Code ref.	Description of issue	Category (A/B/C)	Design Consultant response	IC final status (Closed / Justified / Open)	Date
<i>BD-001</i>	<i>BR-014</i>	<i>Design Report Vol. II, Cl. 4.3, Rev. B</i>	<i>IRC:6 Cl. 204/ NBC 105:2025</i>	<i>Live load combination omits the braking force on the governing span; load combination table to be recomputed.</i>	<i>A</i>	<i>[to be filled by Design Consultant]</i>	<i>Open</i>	<i>.../.../...</i>
<i>BD-002</i>	<i>BR-014</i>	<i>Drawing STR-07, Rev. A</i>	<i>IRC:112 Cl. 16.5</i>	<i>INTERFACE – Pier P1 founding level shown as 212.40 m does not match the founding level verified by IC (Geotechnical) (211.80 m). Copied to IC (Geotech) and IC (Hydrology).</i>	<i>A</i>		<i>Open</i>	<i>.../.../...</i>
<i>BD-003</i>	<i>BR-014</i>	<i>Design Report Vol. II, Annex C</i>	<i>IRC:112 Cl. 12.3</i>	<i>Crack width check for deck slab not presented; serviceability verification incomplete.</i>	<i>B</i>		<i>Open</i>	<i>.../.../...</i>
<i>BD-004</i>	<i>BR-014</i>	<i>BoQ Item 5.2</i>	<i>–</i>	<i>Reinforcement quantity for abutment A2 differs by 6% from the bar bending schedule; reconcile.</i>	<i>C</i>		<i>Open</i>	<i>.../.../...</i>

[Signature]

[Signature]

[Signature]

3. Category Definitions

Category	Meaning	Effect on certification
A	Safety-critical	Must be CLOSED before any certificate is issued. An open Category A requires a reasoned refusal to certify.
B	Material non-compliance	Must be CLOSED, or JUSTIFIED in writing by the Design Consultant to the satisfaction of the IC, before certification.
C	Quality / editorial	Does not block certification; listed in the Verification Report for incorporation in the final DPR.

4. Summary Tally (to be completed at certification)

Category	Issued	Closed	Justified (accepted)	Open
A – Safety-critical				
B – Material non-compliance				
C – Quality / editorial				
Total				

5. Signatures

Individual Consultant – Bridge Expert

Name:

NEC Reg. No.:

Signature: Date:

[Handwritten Signature]

[Handwritten Signature]

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Annex 4 – Design Verification Certificate and Joint Coordination Statement

The Certificate shall state: bridge ID; documents reviewed (with revision numbers); checking basis (codes); summary of comments by category and closure status; the statement of verification; references to the Geotechnical and Hydrological Certificates; and the Joint Coordination Statement signed by IC (Bridge), IC (Geotechnical) and IC (Hydrology) confirming interface parameters (design discharge, HFL, design scour level, founding level, bearing capacity, seismic inputs) are consistent across the three verifications.

This Annex contains four instruments, to be completed for each bridge:

- **Part A – Hydrological Verification Certificate** (issued by the IC (Hydrology); first in the sequence);
- **Part B – Geotechnical Verification Certificate** (issued by the IC (Geotechnical); second in the sequence);
- **Part C – Design Verification Certificate (Bridge)** (issued by the IC (Bridge Design); final in the sequence); and
- **Part D – Joint Coordination Statement** (signed by all three Proof Check Consultants).

The certification sequence is Hydrology → Geotechnical → Bridge Design. No Certificate takes effect unless the signed Joint Coordination Statement (Part D) for the same bridge is attached. Where the acceptance criteria are not met, the Consultant shall issue a reasoned refusal on the same.



Government of Nepal
Ministry of Infrastructure Development
Department of Local Infrastructure Development (DOLID)
Shree Mahal, Pulchowk, Lalitpur



DESIGN VERIFICATION CERTIFICATE (BRIDGE)

Independent Proof Checking of Completed DPR – Bridge Structural Design Aspects

Part C – final certificate in the sequence: Hydrology → Geotechnical → Bridge Design

1. Identification

Certificate No.	
Bridge name / Bridge ID	
District / Local level / Road link	
River / stream crossed	
Span arrangement / structure type	
Foundation type	
Package No. / Task Order No. & date	
DPR (design) consultant	
Proof Check Consultant (name, NEC No.)	
Date of this Certificate	

2. Documents Reviewed (with revision numbers)

No.	Document / drawing title	Doc. / drawing no.	Revision	Date
1				
2				
3				
4				
5				
6				
7				

Only the documents and revisions listed above have been reviewed. This Certificate does not extend to any subsequent revision.

3. Checking Basis (codes and standards)

Checked against: Nepal Bridge Standards 2067 (updated); DoR Standard Specifications 2073; IRC SP 114-2018 (seismic); IRC:5; IRC:6; IRC:112; IRC:78; IRC:83; IRC:SP:13; IRC:SP:114; and [... any project-specific criteria].

Where the DPR states a different code basis, the basis stated in the DPR has been used as the reference for checking, and any inadequacy of that basis has been reported as a finding.

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4. Summary of Comments by Category and Closure Status

Category	Issued	Closed	Justified (accepted)	Open
A – Safety-critical				
B – Material non-compliance				
C – Quality / editorial				
Total				

The full comment register (Annex 3 Comment Sheet) for this bridge is attached to and forms part of this Certificate. Category C comments, if any, are listed for incorporation in the final DPR and do not affect this Certificate.

4A. Confirmation of Interface Parameters Adopted in the Structural Design

The following values, as verified by the IC (Hydrology) and IC (Geotechnical), have been confirmed as the values actually adopted in the structural design of this bridge:

Interface parameter	Verified value	Value used in design	Consistent? (Y/N)
Design discharge (Q)			
HFL / freeboard / soffit level			
Design scour level (each foundation)			
Founding level (each foundation)			
Safe bearing / pile capacity			
Seismic inputs (zone factor, site class, response)			

Any 'N' above shall be treated as a Category A coordination finding and must be closed before certification.

5. Statement of Verification

I have independently reviewed the design basis and criteria, superstructure design, substructure and foundation structural design, integration of the verified geotechnical and hydraulic parameters, drawings, detailing, constructability and the sampled BoQ items for the bridge identified in Section 1, exercising the professional skill, care and diligence reasonably expected of a competent bridge engineering professional.

Tick as applicable:

- ☐ **CERTIFIED** — the acceptance criteria of the ToR are met for this bridge.
- ☐ **CERTIFIED WITH OBSERVATIONS** — all Category A comments are closed; Category B comments are closed or justified in writing; Category C observations listed for incorporation.
- ☐ **NOT CERTIFIED (reasoned refusal)** — the following Category A/B comments remain unresolved and unjustified: (attach reasoned refusal note).

6. References to the Related Certificates

Certificate	Certificate No.	Date	Issued by (name / NEC No.)
Hydrological Verification Certificate			

[Signature]

[Signature]

[Signature]

Certificate	Certificate No.	Date	Issued by (name / NEC No.)
Geotechnical Verification Certificate			
Field Verification Report (Annex 7)			



7. Limitations

- This Certificate is issued on the basis of the documents listed in Section 2 and the field data provided by the Client (Annex 7 Field Verification Report);
- The Individual Consultant is an independent reviewer and verifier and does not assume design responsibility; full professional and legal responsibility for the design remains with the DPR (design) consultant;
- This Certificate is valid only in conjunction with the signed Joint Coordination Statement for this bridge (Part D of this Annex).

8. Signature

Individual Proof Check Consultant (Bridge Design) Name: NEC Reg. No.: Contract / Task Order No.: Signature: Date: Seal / stamp:	Received / accepted by the Client (DOLID) Name: Designation: Coordinator, DOLID Signature: Date: Office seal:
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Government of Nepal
Ministry of Infrastructure Development
Department of Local Infrastructure Development (DOLID)
 Shree Mahal, Pulchowk, Lalitpur



JOINT COORDINATION STATEMENT

Confirmation of Consistency of Interface Parameters across the Three Verifications

Part D – to be signed by all three Proof Check Consultants; the three Certificates are valid only with this Statement

1. Bridge and Package

Bridge name / Bridge ID	
District / Local level / Road link	
Package No. / Task Order No. & date	
Date of joint review meeting	
Date of this Statement	

2. Certificates Covered by this Statement

Certificate	Certificate No.	Date	Issued by (name / NEC No.)
Hydrological Verification Certificate			
Geotechnical Verification Certificate			
Design Verification Certificate (Bridge)			

3. Agreed Interface Parameters (single set, binding on all three verifications)

We confirm that the following single set of interface parameters has been used consistently across the hydrological, geotechnical and structural verifications of this bridge:

Interface parameter	Agreed value	Unit	Verified by	Consistent? (Y/N)
Design discharge (Q)		m ³ /s	IC (Hydrology)	
Highest Flood Level (HFL)		m (RL)	IC (Hydrology)	
Design scour level – A1		m (RL)	IC (Hydrology)	
Design scour level – P1 / P2 ...		m (RL)	IC (Hydrology)	
Design scour level – A2		m (RL)	IC (Hydrology)	
Founding level – A1		m (RL)	IC (Geotech)	
Founding level – P1 / P2 ...		m (RL)	IC (Geotech)	
Founding level – A2		m (RL)	IC (Geotech)	
Safe / allowable bearing capacity		kPa	IC (Geotech)	
Pile / well capacity (if applicable)		kN	IC (Geotech)	

Interface parameter	Agreed value	Unit	Verified by	Consistent? (Y/N)
Seismic inputs (Z, site class, response)		–	IC (Geotech) / IC (Bridge)	
Liquefaction status		–	IC (Geotech)	
Values adopted in the structural design		–	IC (Bridge Design)	

Every founding level shall be at or below the corresponding agreed design scour level with the embedment margin required by IRC:78. Any 'N' entry above is a Category A coordination finding and must be closed before the Certificates take effect.

4. Unresolved Interface Issues (if any)

No.	Description of unresolved interface issue	Category	Escalated to Client (date)
1			
2			

If there are no unresolved interface issues, write "NIL" above.

5. Joint Declaration

We, the undersigned Individual Proof Check Consultants engaged separately by the Department of Local Infrastructure Development (DOLID) for the proof checking of the above bridge, jointly declare that:

- we have participated in the joint review for this bridge and have exchanged and cross-checked our respective findings through the joint comment register;
- the interface parameters listed in Section 3 constitute a single, agreed and mutually consistent set, and each of us has used those same values in our respective verifications;
- the design scour levels verified by the IC (Hydrology) have been adopted by the IC (Geotechnical) in fixing founding levels, and the geotechnical capacities and founding levels verified by the IC (Geotechnical) have been adopted by the IC (Bridge Design) in the structural verification;
- any interface discrepancy identified during the review has been either closed or escalated to the Client as recorded in Section 4; and
- each of us retains sole responsibility for our own discipline verification, and this Statement does not transfer or share liability between us, nor does it relieve the DPR (design) consultant of full responsibility for the design.

6. Signatures of the Three Proof Check Consultants

IC (Hydrology)	IC (Geotechnical)	IC (Bridge Design)
Name:	Name:	Name:
NEC Reg. No.:	NEC Reg. No.:	NEC Reg. No.:
Signature:	Signature:	Signature:
Date:	Date:	Date:

7. Acceptance by the Client

The Department of Local Infrastructure Development (DOLID) acknowledges receipt and acceptance of this Joint Coordination Statement together with the three Verification Certificates listed in Section 2.

[Handwritten signatures of three individuals]



Coordinator, DOLID Name: Designation: Signature: Date: Office seal:	Director General / Designated Officer, DOLID Name: Designation: Signature: Date: Office seal:
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Attachments: Comment Sheets (Annex 3) for each discipline • Completed checklists (Annex 2) • Field Verification Report (Annex 7) • Reasoned refusal note(s), if any.

Annex 5 – Self-Declaration of No Conflict of Interest (format)

I, [full name], NEC Reg. No. [...], solemnly declare that: (1) I have no conflict of interest in undertaking proof checking of the bridges listed in Annex 1; (2) I am not and was not engaged, directly or indirectly, in the DPR/detailed design preparation of any bridge in Annex 1 in any capacity; (3) no firm or organization with which I am or have recently been associated (as partner, director, employee or consultant) was involved in the DPR/detailed design preparation of any bridge in Annex 1; and (4) I shall immediately disclose any situation giving rise to a conflict of interest during the assignment. I understand that a false declaration or concealment shall result in termination, forfeiture, blacklisting action and legal consequences under the prevailing laws.

Signature:

Name:

Date:

