



Request for Proposals

Selection of Consultants

Time based

Town Development Fund (TDF)
Baneshwor, Kathmandu

May, 2022



SELECTION OF CONSULTANTS

(TIME BASED)

REQUEST FOR PROPOSALS

RFP No.: 04/IE/RFP/TDF/078/079

**Selection of Consulting Services from:
Water Supply and Sanitation Engineer**

Project: Municipal Finance and Capacity Building (MFCB)

**Office Name: Town Development Fund
Office Address: Baneshwar, Kathmandu**

**Financing Agency: European Union
CSO-LA/2018/402-797**

Issued on: 25 May, 2022



TABLE OF CONTENTS

Section 1 – Letter of Invitation

Section 2 – Instructions to Consultants and Data Sheet

Section 3 – Technical Proposal – Standard Forms

Section 4 – Financial Proposal – Standard Forms

Section 5 – Eligible Countries

Section 6 – Corrupt and Fraudulent Practices

Section 7–Terms of Reference

Section 8– Conditions of Contract and Contract Forms



TABLE OF CLAUSES

PART I

Section 1. Letter of Invitation

Section 2. Instructions to Consultants and Data Sheet

A. General Provisions

1. Definitions
2. Introduction
3. Conflict of Interest
4. Unfair Competitive Advantage
5. Corrupt and Fraudulent Practices
6. Eligibility

B. Preparation of Proposals

7. General Considerations
8. Cost of Preparation of Proposal
9. Language
10. Documents Comprising the Proposal
11. Only One Proposal
12. Proposal Validity
13. Clarification and Amendment of RFP
14. Preparation of Proposals – Specific Considerations
15. Technical Proposal Format and Content
16. Financial Proposal

C. Submission, Opening and Evaluation

17. Submission, Sealing, and Marking of Proposals
18. Confidentiality
19. Opening of Technical Proposals
20. Proposals Evaluation
21. Evaluation of Technical Proposals
22. Financial Proposals for QBS
23. Public Opening of Financial Proposals (for QCBS, FBS, and LCS methods)
24. Correction of Errors



- 25. Taxes
- 26. Conversion to Single Currency
- 27. Combined Quality and Cost Evaluation
- 28. Negotiations
- 29. Conclusion of Negotiations
- 30. Award of Contract

D. Negotiations and Award

E. Data Sheet

Section 3. Technical Proposal – Standard Forms

- Form TECH-1
- Form TECH-2
- Form TECH-3
- Form TECH-4
- Form TECH-5
- Form TECH-6
- Form TECH-7

Section 4. Financial Proposal - Standard Forms

Section 5. Eligible Countries

Section 6. Corrupt and Fraudulent Practices

Section 7. Terms of Reference

PART II

Section 8. Conditions of Contract and Contract Forms

- Preface
- I. Form of Contract
- II. General Conditions of Contract
- III. Special Conditions of Contract
- IV. Appendices

