



मिति-

श्रीमान प्रमुख प्रशासकीय अधिकृतज्यू
गौरादह नगरपालिकाको कार्यालय
भाया जिल्ला, कोशी प्रदेश

विषय:आशय पत्र पेश गरिएको सम्बन्धमा

प्रस्तुत विषयमा त्यस नगरपालिकाको कार्यालयबाट सार्वजनिक निजी साभेदारी मोडलमा नविकरणीय उर्जा परियोजनाको विकास तथा सञ्चालन गर्न निजी क्षेत्रका संस्थाहरुबाट आशयपत्र आव्हानको मिति २०८१/०६/०८ गते प्रकाशित आशय पत्र पेश सम्बन्धी सूचना अनुसार आवश्यक कागजात संलग्न गरी यो आशय पत्र पेश गरेको व्यहोरा अनुरोध छ । यस आशय पत्रमा संलग्न गरिएको सूचना, विवरण तथा कागजात सबै साँचो हुन र यदि भुट्टा ठहरिन गएमा स्वतः रद्द हुनेछ । पेश गरिएको यो आशयपत्र स्वतः स्वीकार गर्न यहाँ बाध्य नभएको स्वीकार गर्दैछौं र आशय पत्र स्वीकृत भए पश्चात् मात्र विस्तृत प्राविधिक र आर्थिक प्रस्ताव पेश गरिनेछ भनी सहमती जनाउँदछौं ।

निवेदकको हस्ताक्षर:.....
नाम:
पद:
संस्थाको नाम र ठेगाना:

संस्थाको छाप:.....

संलग्नकागजातहरु

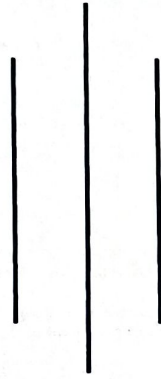
१. भरिएको आशय पत्र फाराम
२. संस्थाको विवरण
३. संस्थाको कानूनी (दर्ता,नविकरण,भ्याट/पानदर्ता,करचुक्ता) दस्तावेज/प्रमाणपत्र
४. संस्थाको प्रोफाइल तथा कामको अनुभव
५. गत आ.व. २०८०/८१ को कर चुक्ता वा म्याद थपको प्रमाणपत्र
६. संस्था कालो सुचीमा नपरेको स्वघोषित पत्र
७. संस्थाको प्रमुख कर्मचारी तथा आवद्ध पेशागत बिज्ञहरुको विवरण तथा कार्य अनुभवको क्षेत्र (बायोडाटा पेश गर्दा स्वयंले हस्ताक्षर गरी प्रमाणीत गरी पेश गर्न पर्ने छ)
८. अन्य केही भएमा उल्लेख गर्ने


पशुराम भट्टराई
ति. प्रमुख प्रशासकीय अधिकृत



गौरादह नगरपालिकाको कार्यालय
गौरादह-झापा
कोशी प्रदेश
नेपाल

सार्वजनिक निजी साभेदारी मोडलमा नविकरणीय उर्जा
परियोजनाको विकास तथा सञ्चालन गर्ने सम्बन्धी
आशय पत्र



पेश गरिएको :

गौरादह नगरपालिकाको कार्यालय
झापा जिल्ला, कोशी प्रदेश
नेपाल

फोन :

पेश गर्ने :

संस्था/फर्मको नाम:

ठेगाना :


संस्था फर्म द.नं. :

फोन: :

फ्याक्स :

ईमेल :

वेब ठेगाना:


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नि. प्रमुख प्रशासकीय अधिकारी

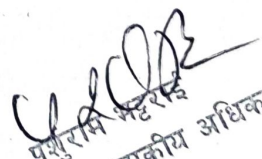


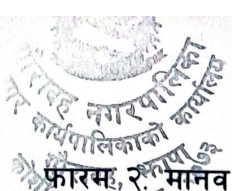
सार्वजनिक निजी साभेदारी मोडलमा नविकरणीय उर्जा परियोजनाको विकास तथा सञ्चालन गर्ने सम्बन्धी

आशयपत्र

फारम १. संस्थागत विवरण:

१. संस्था / फर्मको नाम	
२. संस्था दर्ता भएको निकाय र ठेगाना	
३. संस्था दर्ता भएको मिति	
४. संस्था दर्ता नम्बर	
५. संस्था नविकरण भएको मिति	
६. संस्थाको ठेगाना	
७. संस्थाको फोन तथा फ्याक्स	
८. संस्थाको इमेल / वेबसाइट	
९. सम्पर्क व्यक्तिको नाम तथा पद	
१०. सम्पर्क व्यक्तिको फोन तथा इमेल	
११. प्याना तथा भ्याट नं.	
१३. संस्थाको विषयगत कार्य क्षेत्र	
१२. संस्था / फर्मको उद्देश्य	


पशुपति नहर सिंह
नि. प्रमुख प्रशासकीय अधिकृत



फारम २: मानव संसाधन :

क्र.सं.	कर्मचारी को नाम	लिंग	पद	शिक्षा	कार्यअनुभवको क्षेत्र	कार्यअनुभवको वर्ष	कैफियत-नियमित / आंशिक

फारम ३: संस्थाको कार्य अनुभव:

यस संस्थाको सम्बन्धित विषय क्षेत्र तथा अन्य अनुभव तपसिल बमोजिम प्रस्तुत गरिएको छ ।

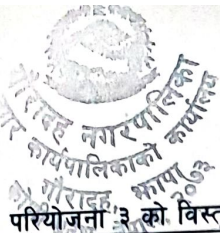
३.(क) परियोजना १ को विस्तृत विवरण

परियोजनाको नाम	
कुल परियोजनाको रकम (रुपैयाँ)	
स्थान :	
लाभान्वित समूह लक्षित वर्ग	
सहयोगी संस्थाको नाम	
ठेगाना, फोन नं. र ईमेल समेत	
जम्मा कर्मचारी संख्या	
परियोजनाको शुरु भएको मिति:	
परियोजना सम्पन्न भएको मिति:	
संस्थाले परियोजना अवधिभर गरेको कामहरूको विस्तृत विवरण :	

३.(ख) परियोजना २ को विस्तृत विवरण

परियोजनाको नाम	
कुल परियोजनाको रकम (रुपैयाँ)	
स्थान :	
लाभान्वित समूह लक्षित वर्ग	
सहयोगी संस्थाको नाम	
ठेगाना, फोन नं. र ईमेल समेत	
जम्मा कर्मचारी संख्या	
परियोजनाको शुरु भएको मिति:	
परियोजना सम्पन्न भएको मिति:	
संस्थाले परियोजना अवधिभर गरेको कामहरूको विस्तृत विवरण :	

(Signature)
 परशुराम भट्टराई
 न्यायासकीय अधिकृत



३. (ग) परियोजना ३ को विस्तृत विवरण

परियोजनाको नाम	
कुल परियोजनाको रकम (रुपैयाँ)	
स्थान :	
लाभान्वित समूह लक्षित वर्ग	
सहयोगी संस्थाको नाम	
ठेगाना, फोन नं. र ईमेल समेत	
जम्मा कर्मचारी संख्या	
परियोजनाको शुरु भएको मिति:	
परियोजना सम्पन्न भएको मिति:	
संस्थाले परियोजना अवधिभर गरेको कामहरूको विस्तृत विवरण :	

३. (घ) परियोजना ४ को विस्तृत विवरण

परियोजनाको नाम	
कुल परियोजनाको रकम (रुपैयाँ)	
स्थान :	
लाभान्वित समूह लक्षित वर्ग	
सहयोगी संस्थाको नाम	
ठेगाना, फोन नं. र ईमेल समेत	
जम्मा कर्मचारी संख्या	
परियोजनाको शुरु भएको मिति:	
परियोजना सम्पन्न भएको मिति:	
संस्थाले परियोजना अवधिभर गरेको कामहरूको विस्तृत विवरण :	

३. (ङ) परियोजना ५ को विस्तृत विवरण

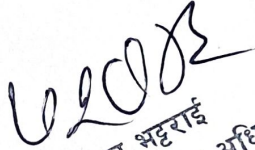
परियोजनाको नाम	
कुल परियोजनाको रकम (रुपैयाँ)	
स्थान :	
लाभान्वित समूह लक्षित वर्ग	
सहयोगी संस्थाको नाम	
ठेगाना, फोन नं. र ईमेल समेत	
जम्मा कर्मचारी संख्या	
परियोजनाको शुरु भएको मिति:	
परियोजना सम्पन्न भएको मिति:	
संस्थाले परियोजना अवधिभर गरेको कामहरूको विस्तृत विवरण :	

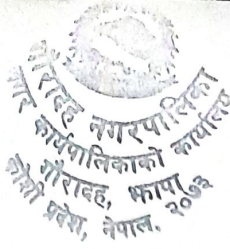
५२८८६
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अनुसूचीहरु:

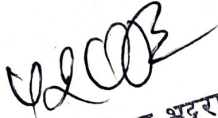
- अनुसूची १. संस्थाको प्रोफाइल
- अनुसूची २. संस्थाको दर्ता तथा नविकरण प्रमाण पत्र
- अनुसूची ३. भ्याट/प्यान दर्ता प्रमाण पत्र
- अनुसूची ४. गत आ.व. ०८०/०८१सम्मको कर चुक्ता प्रमाणपत्र अथवा म्याद थपको प्रमाण
- अनुसूची ५. संस्था कालो सुचीमा नपरेको स्वघोषित पत्र
- अनुसूची ६. संस्थाको प्रमुख कर्मचारी तथा आवद्ध पेशागत विज्ञहरुको विवरण तथा कार्य अनुभवको क्षेत्र
- अनुसूची ७. अन्य विवरणहरु

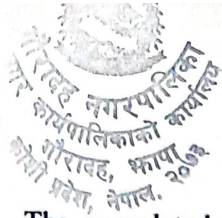

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Instructions for Submission of Expression of Interest

1. Expression of Interest may be submitted by a sole firm or a joint venture of multiple firms.
2. Interested Firms must provide information indicating that they are qualified to perform the services (descriptions, organization and employee of the firm or company, description of assignments of similar nature, experience in similar work, general qualifications and the key personnel to be involved in the proposed project).
3. This expression of interest is open to all eligible Private Companies.
4. The project has been scheduled for a period of 12 months. Date of the project commencement will be discussed with the successful applicants at the signing of the PPP agreement.
5. A Firm will be selected in accordance with the QCBS method.
6. Expression of Interest should contain following information:
 - A covering letter addressed to the representative of the client on the official letter head of
 - Company duly signed by authorized signatory.
 - Applicants shall provide the following information in the respective formats given in the EOI document:
 - Letter of Application in provided format
 - Applicant's Information (Form 1)
 - Key Experts List (Form 2)
 - Work Experience Details (Form 3)
 - Legal Documents as mentioned in the Eligibility Criteria Section (5) of the Terms of Reference
7. 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.
8. The Expression of Interest (EOI) document must be duly completed and submitted in sealed envelope and should be clearly marked as "EOI Application for **Development and Operation of Renewable Energy Project in Public Private Partnership Model**". The Envelope should also clearly indicate the Gauradaha Municipality, Jhapa, Koshi Province Nepal.


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9. 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 last date of 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.
10. The EOI document should be hard banded and sealed in envelop clearly mentioning "EOI Application for **Development and Operation of Renewable Energy Project in Public Private Partnership Model**", Name and Address of the interested firm and the Client. Loose sheets will not be accepted outside the sealed envelope will not be accepted.
11. Expressions of interest shall be delivered to Office of Gauradaha Municipality, Jhapa, Koshi Province before 2081/06/22 12:00 noon, EOI shall be opened on 2081/06/22 2:00 pm in presence of all representatives from eligible firms, but EOI opening won't get affected if representative from any firm fails to be present.


पर्युरास भट्टराई
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Terms of Reference

For

Development and Operation of Renewable Energy Project in Public Private Partnership Model

1. Introduction

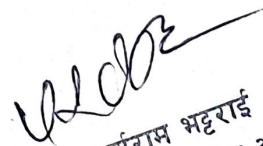
Gauradaha Municipality is a municipality in Jhapa District, Koshi Province of Nepal. The municipality was established on 18th May 2014 by merging the existing Parwanipur VDC, Netragung VDC, Jabdi, Gauradaha and Pattharkot VDCs. The Population of Gauradaha Municipality is 60,451 (Nepal Population and Housing Census, 2021).

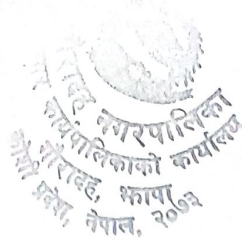
Gauradaha Municipality, hereinafter referred to as the "Municipality", wishes to invite private sector firms, hereinafter referred to as the "Firm", for participation/investment in developing and operating Renewable Energy Projects within Gauradaha Municipality in a Public Private Partnership (PPP) Model. The project to be developed under the terms of this TOR will also be supported by the Sustainable Energy Challenge Fund (SECF). SECF is a Viability gap based Sustainable Energy Challenge Fund mechanism which has recently been established within Central Renewable Energy Fund (CREF) of Alternative Energy Promotion Centre (AEPC) with the support from British Embassy Kathmandu funded Nepal Renewable Energy Programme (NREP).

The Nepal Renewable Energy Programme (NREP) is funded by UKaid through the British Embassy Kathmandu (BEK), with the Alternative Energy Promotion Centre (AEPC) as the Implementing Partner and the DAI Global UK Consortium as Technical Assistance Provider. AEPC is a semi-autonomous government institution mandated with promotion and development of renewable energy and energy efficiency in Nepal.

NREP aims to significantly increase private sector investment in the distributed sustainable energy (DSE) market in Nepal, resulting in low-carbon economic growth and sustainable energy access for all. To achieve program goals, NREP provided technical assistance to establish and operationalize the Sustainable Energy Challenge Fund (SECF) under the Central Renewable Energy Fund (CREF) by amending CREF Operation Manual in May 2021.

CREF is the financial management mechanism for the renewable energy sector within AEPC. The strategic management link between AEPC and CREF is ensured through the nomination of an Executive Director (ED) of AEPC as the ex-official member of the CREF Investment Committee. The CREF Investment Committee has been established to enable CREF to maintain its operational autonomy. The CREF Financial Management Mechanism operates through private, commercial and development banks (Handling Banks and Partner Banks), which are selected on a transparent and competitive basis in accordance with well-defined eligibility criteria.


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SECF has established 8 windows to support projects through SECF. The project to be developed as per this TOR will be supported under the first window of support which provides capital grant of up to 50% of the total project costs to projects that are implemented with investment of provincial and local governments with the Public Private Partnership (PPP) approach. SECF is granting the VGF to PPP project Developers through the window mentioned below.

Window	Project	Financial Support
Public Private Partnership (PPP)	Projects to be implemented with the investment of Provincial and/or Local Governments leveraging the PPP model.	Financial Support for Capital Investment up to 50% of the project cost or the financial support requested by the applicant - whichever is less; competitive basis.

In addition, NREP is providing technical assistance to project developers to identify, assess and develop a DSE project pipeline for SECF. For further information about NREP and SECF, please visit link <https://www.nrepnepal.com/>

2. Rationale for PPP Project


The Gauradaha Municipality has recently passed the PPP act 2081 and PPP guidelines 2081 in the last fiscal year 2080/81. To diversify the municipality's investment portfolio and also to promote development of clean and green energy in the municipality, the Municipality within its rights as provided by the PPP Guidelines 2081, wishes to develop Renewable Energy Project within the municipality, in the fiscal year 2081/82 with the financial support of Sustainable Energy Challenge Fund/Alternative Energy Promotion Center. In this context, Gauradaha Municipality is looking for a private sector firm/company/Non-Governmental Agency for the development and operation of Alternative Energy Project under PPP Model in investment and revenue sharing mechanism with support from development partner, Alternative Energy Promotion Centre and Private Sector.

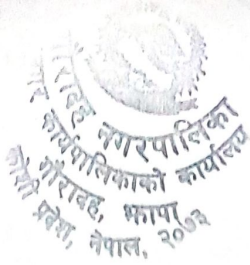
3. Objectives of the Assignment

To Develop and Operate Renewable Energy Project in Gauradaha Municipality under the PPP framework in partnership with the Gauradaha Municipality.

The specific objective of the partnership is:

1. Identification of Suitable RE project (Site, Technology, and all logistics) within the Gauradaha Municipality.
2. Obtain Necessary Approvals for the Study and development of the RE project from relevant Authorities (NEA or others as applicable).


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3. The Firm shall be responsible for overall management of the RE project.
4. Develop a detailed project proposal including the project methodology, project organizational structure, capital structure of the project implementing private firm etc., approve it from the Municipality and sign a PPP Agreement with the Gauradaha Municipality clearly defining the roles and benefits for each party.
5. Conduct Desk Study, Detailed Study, detailed design with drawings and BoQ, Detailed Engineering etc. of the project.
6. Conduct detailed site assessment and Conduct Environmental and Social Impact Assessment with detailed mitigation plan.
7. Preparation of tendering documentation for the RE project with approval from the Gauradaha Municipality.
8. Procurement of equipment and machinery for the RE project in line with the Public Procurement Act 2063.
9. Overall Construction, Testing and Commissioning of the RE Project.
10. Ensuring the market for the Energy to be generated from the RE project and obtaining necessary licenses and approvals for trading energy.
11. Maintain and submit accurate records of all project accounts to the Office of Gauradaha Municipality.
12. Prepare a detailed operation and maintenance plan of the RE project.
13. Ensure efficient operation of the RE project for the duration as specified in the PPP agreement.

4. Inputs from Gauradaha Municipality

There will be following inputs for completing the assignment:

1. Input from relevant Municipality officers as required during the RE project development, construction and operation.
2. Recommendation letter for permissions and approvals (if required) from relevant organizations for study, development and operation of the RE project.
3. Liaison with the community for facilitation during project study, development and operation.
4. Investment in the project as per the capital structure agreed upon during PPP agreement signing.


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5. Eligibility Criteria


5.1 Minimum Eligibility Criteria

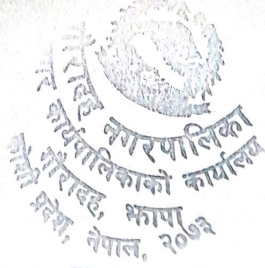
The Firm's EOI application which meets all the minimum eligibility criteria will be ranked on the basis of the ranking criteria. Any firm which fails to meet eligibility criteria shall not be considered for further evaluation. The eligibility of the firm will be checked based on following:

1. Corporate Registration (Company Registration Certificate)
2. VAT Registration Certificate
3. Tax Clearance of FY 2080/81 or Extension
4. Company's objective as in the Article of Association should include developing RE projects.

5.2 Evaluation Ranking Criteria

Assessment Area	Marks
A. Technical Quality	
Technical Proposals will be first evaluated and ranked on their Technical Quality, per the following elements and weightings:	
i. Obtained Technical Clearance from Department of Electricity Development, Ministry of Water Resources and Irrigation.	10
ii. Clearance from Department of Irrigation, Ministry of Water Resources and Irrigation	10
iii. Obtained Survey, Generation and Transmission License from Local Body.	10
iv. Land Finalization with agreement copy between Land owner and Project Developer Company.	10
v. Proof of Concept Note Application to Sustainable Energy Challenge Fund (SECF) for viability gap funding.	10
vi. Detailed Project Report (DPR)	60
Subtotal Technical Score	
B. Financial Capacity	20
i. Net worth Positive	20
Subtotal Financial Score	
C. Experience Criteria	
i. Expert having more than 10 Years' Experience in Renewable Energy (Hydropower/Solar) with Masters in Energy related Discipline.	10
ii. Expert having more than 10 Years' Experience in Financial Assessment of Energy Sector Projects with Masters in Finance Related Subject or a qualified CA.	10
Subtotal Experience Score	20
Total Score(A+B+C)	100
Pass Marks	50


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6. Human Resources Requirement

Team Leader: Project Manager

The Team Leader must have at least a Master's degree in renewable energy/power system with at least 10 years of experience in renewable energy projects. The candidate shall have some experience of working in the field of standards and specifications, individually or in team, of RE project design. The Team Leader will be responsible for coordinating activities pertaining to the activities mentioned in this ToR as also issues related to Expert for peer review. Team Leader should possess very good interpersonal, technical and communication skills, as well as proficiency in written and spoken English and Nepali language. Experience with donor funded RE projects is highly preferable.

Energy Finance Expert

Energy Finance Expert should masters in Finance MBA or CA back with at least 10 years of experience in energy financing project. He/She should have sound knowledge in Financial and Economic analysis of renewable energy projects will have additional advantage during the technical evaluation.

7. Duties and Taxes

The consultant shall pay all tariffs, duties, other taxes or charges levied by the GoN at any stage during the execution of the work.

8. Acceptance of EOI

All rights are reserved with the Gauradaha Municipality either to approve or disapprove any EOI without giving any reasons whatsoever. If needed, the firm/s will be asked for modifications and presentations of the proposal before approval.


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