



DHANKUTA MUNICIPALITY OFFICE

Dhankuta

First date of Publication 2073/10/9

Invitation for Letter of Intent (LoI) for Short-listing of Consulting Firms for the Preparation of Comprehensive/Integrated Urban Development Plan of Dhankuta Municipality

1. Dhankuta Municipality Office intends to prepare a list of competent Nepali national consulting firms for the job indicated below. This Letter of Intent (LoI) is made to invite applications from interested and eligible Nepali national consulting firms registered in Nepal under GON rules & regulation and /or their joint ventures(JV).

Job: Preparation of Comprehensive/Integrated Urban Development Plan of Dhankuta Municipality
Job No. : Dkt. C.S./2073/074-01

2. The consulting firm can apply either in single or in JV. The number of consulting firms in a JV should not exceed three including the lead firm. In addition, same consulting firm is not allowed to enter into more than one JV for the job.
3. LoI document could be obtained in NRs. 1000.00 (Non refundable) during office hours on government working days within 15 day of first date of publication of this LoI notice from Dhankuta Municipality Office . The instructions to applicants, prescribed formats for LoI preparation, evaluation criteria and detailed information are provided in the LoI documents.
4. Duly completed LoI documents in hard copy should be submitted to the address mentioned below clearly mentioning the name of the job in sealed envelopes before 12 noon within 16th day of first publication date of the notice.

The Executive Officer, Dhankuta Municipality Office, Dhankuta
Tel: 026-520119/520273/520668, Fax: 026-520686,
email: er.mingmasherpa@gmail.com, nushrajji@gmail.com

5. If the deadline specified herein falls on a government holiday, the deadline shall be extended automatically to the next working day at the same hour. Duly completed LoI documents received after the due date & time shall be considered late, summarily rejected and returned un-opened.
6. The completed LoI documents received by the date and within the specified time shall be opened at 14.00 on the 16th day of first date of publication of this notice in the presence of the applicants or their authorized representatives. Absence of the applicant or their authorized representatives, however, shall not obstruct or prevent the opening of the LoI in any way .
7. The LoI documents received from the applicants will be evaluated on the basis of the approved eligibility and evaluation criteria. The evaluation of LoI application of eligible JV consulting firm(s) will be shortlisted for the job and considered as qualified firms.
8. Request for proposal (RFP) for this job will be subsequently issued to qualified short listed firms. The Quality and Cost Based Selection (QCBS) procedure will be used for final selection of the consulting firm.
9. Dhankuta Municipality Office reserves the right to accept or reject any or all LoI applications with or without giving any reason.