



Government of Nepal (GoN)
Ministry of Forests and Environment
Building a Resilient Churia Region in Nepal (BRCRN)
Provincial Project Management Unit (PPMU)
Madhesh Province, Bardibas, Mahottari

Notice for Enlisting in a Standing List

Recruitment of Individual Civil Engineer

Date of Publication: 19 July 2023

The GoN has received a grant from Green Climate Fund (GCF) towards the cost of **BRCRN**. To accomplishing the project activities, **Provincial Project Management Unit, Madhesh Province, Bardibas, Mahottari** office requires the service of a **Civil Engineer** in a regular basis for **275 input days** for this fiscal year 2080/81 as an individual expert. So as per the provision made in Public Procurement Act, 2007 Clause 6(KA), all interested and eligible individual experts are requested to visit the notice section of the project office website **www.brcrn.gov.np** to get Terms of Reference (ToR) and submit the documents along with CV in the format provided for enlistment via hand or email at **ppmu.madheshprovince@brcrn.gov.np, brcrnbardibas@gmail.com** on or before 2 August 2023 during office hours. Please contact through **044-550343** for further information regarding this notice.



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2080/08/02
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So as per the provision made in Public Procurement Act, 2007 Clause 6(KA) all the interested and eligible individual experts are requested to submit the application along with following document vai hand or email ppmu.madheshprovince@brcrn.gov.np, brcrnbardibas@gmail.com to get enlist in the roster on or before **2 August 2023** during office hours. The PPMU shall prepare the enlistment list based on the qualification and experience of the expert and will issue the request for proposal document as per Public Procurement Regulation, 2008, Rule No 72. The Interested and eligible individual expert may obtain further information from PPMU office through Landline no- 044-550343.

Requirements for enlistment

- An application
- PAN/VAT Registration document (Expert not registered can submit application for enlistment however it is required before the payment if selected)
- Tax Clearance document for F/Y 2079/080 (not required for newly registered expert)
- Curriculum Vitae (CV) along with academic documents.
- Eligible: Bachelor degree in Civil Engineering with at least 5 years of proven experience in related field.



FORMAT OF
CURRICULUM VITAE (CV)

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Position Title	Civil Engineer
Name of Expert:	{Insert full name}
Date of Birth:	{day/month/year}
Citizenship	

Education: {List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained}

Employment record relevant to the assignment: {Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, *type of employment (full time, part time, contractual)*, types of activities performed and location of the assignment, and contact information of previous clients and employing organization(s) who can be contacted for references. Past employment that is not relevant to the assignment does not need to be included.}

Period	Employing organization and your title/position. Contact information for references	Country	Summary of activities performed relevant to the Assignment
[e.g., May 2005-present]	[e.g., Ministry of, advisor/consultant to... For references: Name.....Tel...../e-mail.....]		

Membership in Professional Associations and Publications:

Language Skills (indicate only languages in which you can work):

Adequacy for the Assignment:



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Detailed Tasks Assigned on Consultant's Team of Experts:	Reference to Prior Work/Assignments that Best Illustrates Capability to Handle the Assigned Tasks
{List all deliverables/tasks as in TECH- 5 in which the Expert will be involved}	

Expert's contact information: (e-mail....., phone.....)

Certification:

I, the undersigned, certify to the best of my knowledge and belief that

- (i) This CV correctly describes my qualifications and experience
- (ii) I am not a current employee of the GoN
- (iii) In the absence of medical incapacity, I will undertake this assignment for the duration.
- (iv) I was not part of the team who wrote the terms of reference for this consulting services assignment
- (v) I am not currently debarred by Government of Nepal.
- (vii) I declare that Corruption Case is not filed against me.

I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

_____ Date: _____
[Signature of expert] Day/Month/Year



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Terms of Reference

Expertise: Civil Engineer	Selection Type: Individual Consultant
Selection Method: QCBS	Estimated Input Days: 275 days
No of Position: 1	
Programme/Project Number: GCP/NEP/076/GCF	
Duty Station: Provincial Project Management Unit, Madhesh Province, Bardibas, Mahottari	
Expected Start Date of Assignment: August 2023	Duration: A total 11 months period up to July 15, 2024
Language: Language in fluency in oral and writing: English and Nepali and preferably local languages	
Reports to:	Title: Provincial Project Coordinator

General Description of task(s) and objectives to be achieved

Background

The project "Building a Resilient Churia Region in Nepal" (BRCRN) was approved by the 24th meeting of the Board of the Green Climate Fund (GCF) in November 2019, and is Nepal's first full-size GCF project. FAO, as the nominated Accredited Entity (AE) for the project, is responsible to the GCF for implementation of the project and is also co-Executing Entity (EE) with the Ministry of Forest and Environment (MoFE) of the Government of Nepal (GoN). The BRCRN project will be implemented in 26 critical river systems in the southeast region of Nepal, covering parts of Provinces I, Madhesh and Bagmati, linking the Churia hills and upper Terai, and aims to promote widespread adoption of climate-resilient land use practices, confront the challenges of deforestation and forest degradation, better maintain the forest ecosystem in the Churia hills, and build resilience to climate-induced hazards.

The Project Management Unit (PMU) has been established at the MoFE and led by a full-time National Project Director (NPD). The PMU is responsible for implementation of project activities according to the Annual Work Plan and Budget AWPB. The MoFE has established three provincial PMUs; one each in Provinces I, Madhesh and Bagmati, collectively named as PPMUs. The PPMUs will provide operational leadership in managing the Government's co-finance and GCF funding component of the BRCRN project, within their respective jurisdictions, according to the regulations and guidance set out in project documents. They will be mainly responsible for field coordination and organizing provincial level planning to develop provincial level AWPB for delivery and oversight of project activities at the province and local level.

The Project will provide support to construct small structures that will play a crucial role in reducing community vulnerability to climate change impacts, accounting for both upstream and downstream dynamics in each of the targeted river systems. In particular, these structures will reduce erosion risk in



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upstream areas, and reduce sedimentation and flooding risk and water stress in mid and downstream areas. Specific sites for check dams, stabilization measures and other local infrastructure has been identified through the Critical Ecosystem Restoration Plans (CERPs). CERPs have identified priority locations (based on extent of resource degradation and climate change-related risk including vulnerability assessment) and types of structures to be built in each river systems of Madhesh Province. Details of the sites are identified in the 13 in province #1, eight CERPs of Madhesh Province and Five in Bagmati Province.

In this context, there is a need of technical guidance, supervision and quality control of soil and watershed conservation related structural works in BRCRN river systems. For this, PPMU Madhesh Province is recruiting a civil engineer. The engineer will work in direct supervision of Provincial Project Coordinator in close consultation with the provincial technical officers and other team members of the PPMU, provincial forest and agriculture ministries, municipalities/rural municipalities, Koshi river basin management center and relevant CBO Beneficiaries to develop detailed technical specification, technical standard guidelines including bid documents to hire service providers for construction works, supervise civil works during construction of check dams, gully stabilization measures and other local infrastructure including bioengineering measures. In particular BRCRN focuses on following soil and water conservation measures for ecosystem restoration and sustainable natural resources management:

- **Siltation prevention measures of river tributaries (check dams):** To reduce disaster risks and other negative impacts on land use systems emerging from water bodies and sediment accumulation. The check dam designs to focus on siltation management and prevention that will protect the hydrological functions of river systems. The designs should consider strategic construction and maintenance approach with locally adapted structural types that effectively trap deposits and regulate water flow with proper integration of vegetative measures up and downstream of the dam sites.
- **Gully stabilization through contour bunds and stone walls :** To control surface runoff by increasing infiltration and trapping moisture, as well as soil protection measures and slope stabilization. Measures include bioengineering and physical measures such as bunding, terracing, levelling, and trenching, and building structures for diversion of surface runoff such as grassed waterways and weirs.
- **Riverbank stabilization (Physical structures) :** Physical structures such as gabion and loose stone walls in combination with vegetative measures to focus on sensitive parts of water bodies such as bottlenecks or especially steep or shallow areas. Existing best practices with locally available materials should also be explored and promoted.
- **Conservation Ponds (Embankment Type or Dugout Type):** The project focuses on new construction as well as rehabilitation of existing ponds and waterbodies. This rehabilitation can be combined with suitable agroforestry practices in order to create an integrated tree – water pond – system with multiple benefits including aspects of recreation and tourism.
- **Support Other Project Related Activity :** ANR, Fencing, Nersury Establishment and other works Given by PMU and PPMU



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B) Scope of Work

Under the overall guidance from the BRCRN National Project Director, in direct supervision from Provincial Project Coordinator and in close consultation with PMU forestry specialist, PPMU forestry and/or soil conservation Technical Officer, FAO TA and in coordination with Divisional Forest Officers, Soil and watershed Management officers, the consultant will undertake the following activities:

C) Detailed Tasks and/or Expected Output,

Task 1: Conduct technical feasibility of the CERP recommended soil and water conservation measures including site verification:

- Review BRCRN CERP and ESMP documents for all river systems to identify and locate the sites for soil and water conservation measures.
- Conduct site visits in close coordination and leadership of PPMU technical officers, to verify and validate the CERP recommended sites for appropriateness and technical feasibility of all soil and water conservation structures with following considerations:
 - Suitability of each structure within selected site to reduce climate vulnerability and maximize resilience benefits in response to the climate change impacts/challenges identified in the CERPs and other relevant plans.
 - The owner(s) of the selected sites (whether privately owned, community owned or government owned) consent to the use of the land for the proposed structure(s).
- Submit technical feasibility field report to PPMU, PMU and FAO-TA with detailed information about structure type, location, total cost and resource leveraging possibility at local level.

Task 2: Develop detailed technical standard guidelines for soil-water conservation related structural works :

- Review and document existing practices of watershed, soil and water management, gully control, siltation prevention and riverbank stabilization for churia region and adjoining lower areas in close consultation and coordination with PPMU technical officers, President Chure Terai Madhesh Conservation Development Board, Koshi Basin Management Center (Udaypur), soil and watershed management offices to identify appropriate structural and soil-water conservation measures for BRCRN.
- Design appropriate structures including bioengineering measures and prepare detailed technical specifications with cost estimate for all structures.
- Prepare standard operating guideline for implementing the civil construction and soil and water management works.

Task 3: Develop bid documents for the construction works to hire the Service Providers:

- Prepare ToR and standard bid documents including technical specifications, drawings and Bill of Quantities for all soil-water conservation related structural measures in compliance with the Nepal government public procurement regulations.
- Participate in the evaluations of the bidders in close consultation with PPMU, PMU and FAO TA.
- Conduct necessary technical discussions and negotiations to hire the service provider.

Task 4: Supervise and quality control of civil works in close coordination with provincial Project Management Unit's (PPMU) technical officers:



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- Prepare a supervision and quality control plan in close consultation with PPMU technical officers and FAO TA.
- Conduct periodic supervision (quarterly) at river system level through site visits to observe the quality of construction and restoration works,
- Check, approve and recommend for the payment of the completed work
- Submit periodic supervision and quality control report to PPMU, PMU and FAO TA.
- Submit progress reporting for monthly, quarterly, bi-annual and end of year progress report.

Task 5: Liaison and Capacity Building

- Liaise with provincial, district and local level organizations especially with provincial technical officers in PPMU, provincial forestry and agriculture ministry, rural/municipalities, Koshi Basin Management Centers and relevant CBO Beneficiaries to identify and document existing best practices on sediment management, slope protection, gully control, river bank stabilization for scale-up/scale-out possibilities for BRCRN.
- Participate in BRCRN organized events at provincial, district and local levels including trainings to municipalities and CBOs to orient on quality control of civil works, activity monitoring and reporting.

Task 6: Performance and Coordination with PPMU/PMU and FAO TA

- Timely initiation and completion the activities mentioned in AWPB
- Adherence to the project documents and AWPB
- Honor and adhere to the GESI and safeguard policy of the Government of Nepal, MoFE and Project
- Respect and honor the instructions provided by PMU, PPMU and FAO-TA

D) Qualification and Experience of Consultant and the estimated time

DI) Minimum qualification and experience of expert shall be

- Bachelor degree in Civil Engineering with at least 5 years of proven experience in related field.
- Proven experience in integrated watershed management activities planning, implementation, monitoring and evaluation will be an advantage;
- Experience on designing and delivering technical specifications, bid documents, engineering and natural resources guidelines.
- Proven track record of advising and collaborating with government institutions and other stakeholders;
- Proficiency in Microsoft office products and Engineering design software applications such as Autodesk CAD, Civil 3D, HEC-RAS and others;
- Basic knowledge of GIS and Google Earth;
- Proficiency in both spoken and written English; and also, local languages will be advantageous
- Strong inter-personal skills and excellent oral communication skills.



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Note: A higher degree in related field will get added value. Preference will be provided for highly experienced expert and the experience of expert after bachelor degree shall only be considered for evaluation.

D2) Estimated Input Time/Days

The consultant shall provide his/her service for 275 estimated input days in a regular basis for this fiscal year 2080/81. The consultant shall have to work onsite at client office. The payment of consultant shall be based on the actual input days.

E) Time for commencement and completion of assignment by the consultant

The expected date for the engagement of consultant for the above-mentioned service is tentatively from August 2023 and up to July 2024 with possibility of extension. Extensions are subject to operational needs, consultant performance, and continued availability of funds.

F) Details of the information, physical facilities and equipment to be provided by Public Entity to the consultant

Client will provide the physical office space, internet connection, stationery and printing facility while working. The consultant him/her self shall arrange other requirement like transportation vehicle, laptops/computer and necessary software required etc.

G) Details of the report, data, drawing and survey report etc. to be submitted by the consultant.

key performance indicators

Expected Outputs:

- Technical Feasibility Field report
- Technical standard operating guideline for soil-water conservation related structural works
- Bid documents for the construction works
- Supervision and Quality control report
- Documentation report of existing soil-water conservation related best practices and scale out/scale-up designs for BRCRN
- Capacity building training content to municipalities and CBOs on activity monitoring of civil and soil-water conservation works
- Bi-annual progress report
- Annual and end of year progress report

Required Completion Date:

Latest by September 2023

Latest by October 2023

As and when required
Quarterly basis

October 2023

November 2023

15 February 2024

15 July 2024

