



Terms of Reference (ToR)

for construction of Drinking Water System (Deep boring tubewell, Bio-sand filter and water tap platform)

Project Title	WASH in School Project, Bardiya
Type of service	Construction package of Drinking Water System (Deep boring tube-well and Bio-sand filter and tap platform)
Location	15 schools of Rajapur (Rajapur, Geruwa and Madhuban Municipalities)
Name of the company/firm	External company/firm/supplier
Deadline of ITB submission	9 March 2021
Anticipated completion of project	15 May 2021

1. General Background

Good Neighbors Japan is a member of Good Neighbors International, which functions as a non-government organization around the world in over 40 countries and provides support and relief to over 210,000 children.

Good Neighbors Japan was established in 2004, and in 2013 received official authorization as a certified NPO organization focused on improving the public good. Both inside Japan and abroad internationally, Good Neighbors Japan carries out initiatives that help children to receive an education and with helping out disaster relief.

Good Neighbors Japan (GNJP) is implementing WASH in School Project in Bardiya district covering 15 schools of Rajapur, Geruwa and Madhuban rural/municipalities. The local implementing partner for the project is Sonaha Bikash Samaj (SBS) which is situated at Himalipur, Rajapur, Bardiya.

Sonaha Bikash Samaj (SBS) is a non-governmental, non-profitable, civil society organization, initially set up as a small organization in 2011 by a group of Sonaha. It was officially registered in 2011 as Sonaha Bikash Samaj (SBS) in District Administration office Bardiya and Social Welfare Council in 2011 A.D. With the passage of time, SBS has been able to expand itself into one of the recognizable organization in Bardiya district and Nepal together with its diverse development programs covering the indigenous and poorest people through the integrated programs.

2. Project Description and Rationale

This project aims to provide WASH facilities and hygiene education to promote proper hygiene practice to targeted primary and secondary schools in Bardiya District, Nepal.

Inadequate availability/maintenance of drinking water supply facilities and insufficient hygiene education hinder access to WASH in Nepal. In addition, the lack of gender-friendly toilets has caused negative effect to education for girl students because they tend to be absent from school in the menstrual period.

Based on the above situation, the main activities of this project are construction and repair of drinking water supply facilities, construction of gender-friendly toilets, establishment and strengthening of School WASH management committee, and providing Menstrual Hygiene Management education. Through these activities, this project aims at improving access to WASH and providing gender equality in education.

The project purpose is to provide proper WASH facilities at the 15 targeted primary schools and improve hygienic practices of the school community.

3. Scope of the work

The scope of **Construction of Drinking Water System (Deep boring tube-well, Bio-sand filter and tap platform)** shall include the construction package of appropriate quality and design as specified in the technical specification. Similarly, the construction shall be completed on time. The schools where infrastructures need to be constructed are listed below.

SN	Rural/ Municipality	School	Distance from the nearest point of highway (road accessibility)	Distance from the nearest market area
1	Rajapur Municipality	Shree Nepal Rastriya LSS, Rajapur 1, Daulatpur	On the road (Rajapur road)	Within 5 km from Rajapur bazar
2		Shree Janajyoti PS, Rajapur 1, Chhotki Daulatpur	500 meter from Rajapur road	Within 5 km from Rajapur bazar
3	Geruwa Rural Municipality	Khairabang Bhagwati LSS, Geruwa-2, Rajipur	3 km from Rajapur road	5 km from Shantibazaar
4		Shree Krishna PS, Geruwa-2, Ultanpur	On the Rajapur road	5 km from Shantibazaar
5		Saraswoti LSS, Geruwa-4, Jodhipur	7 km from Rajapur road	7 km from Shantibazaar
6		Nepal Rastriya LSS, Geruwa-4, Gidarpur	6 km from Rajapur road	6 km from Shantibazaar
7		Bal priya LSS, Geruwa-4, Tingharuwa	7 km from Rajapur road	7 km from Shantibazaar
8		Nepal Rastriya PS, Geruwa-3, Ganeshpur	3 km from Rajapur road	5.5 km from Shantibazaar
9		Amar Shahid PS, Geruwa 6, Bajhpur	7 km from Nepalgunj-Rajapur road	7 km from Ramjane Chowk
10	Madhuwan Municipality	Buddha PS	5 km from Nepalgunj-Rajapur road	7 km from Tarataal Bazaar

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11		Trakeshwor PS	9 km from Nepalgunj-Rajapur road	9 km Tarataal Bazaar
12		Ganga PS	9 km from Nepalgunj-Rajapur road	9 km Tarataal Bazaar
13		Shiva Durga LSS	1 km from Nepalgunj-Rajapur road	3 km Tarataal Bazaar
14		Nepal Rastriya PS	4 km from Nepalgunj-Rajapur road	5.5 km Tarataal Bazaar
15		Janta PS	6 km from Nepalgunj-Rajapur road	10 km km Tarataal Bazaar

Each school will be constructed one deep boring, one bio-sand filter and one water tap platform while the detailed requirement for the individual units of construction can be found in annexes.

4. Expected Deliverables

Followings deliverables are the expected from the supplier;

1. The selected firm will collect the required manpower, materials, machinery and accessories as per agreed specification
2. The selected firm will ensure the genuine quality of materials
3. The selected firm will construct/install the infrastructure as per design and requirement
4. The selected firm will ensure standard performance of infrastructure
5. The supplier will bear costs other than package price such as transportation and other associated costs (duty fees, loss, load/unload cost etc).

5. Qualification and Experience of the company/bidder

1. The company must submit a valid company registration certificate.
2. The company must be specialized, officially registered, in the business by solely providing construction services.
3. At least 3 years of working experience as constructure in Nepal especially for I/NGOs.
4. The company must provide a brief company profile with reference to business owners, years of operations in Nepal, main office and branches, their client list, number of staffs working in the office.
5. Previous certificates of client reference from the clients already served.

6. Duration

The agreement will be effective immediate after agreement between two parties.

7. Budget and Payment Procedure

The supplier/firm should submit a detail rate-breakdown including applicable taxes at the time of submission of **ITB**. The bidding form is given in the **Annex-4, 5 and 6**.

The supplier/firm shall bear all the tariffs, duties and applicable taxes or charges levied at any stage during the execution of the work. Any loss and/or damages will be the responsibility of supplier/firm; no compensation will be provided by SBS/GNJP regarding this loss/damage.

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Mode of Payment

The payment shall be made in three instalments:

- First Instalment: 20% as a mobilization amount after signing the contract
- Second Instalment: 30% after completion of boring of tube-well
- Third and Final Instalment: 50% after complete completion of bio-sand filter and hand washing station

The selected firm shall submit Advance Payment Bank Guarantee equal to amount of first instalment for period of three months

The payment will be made through account payee cheque in the name of construction firm.

8. Acceptance of Proposal

All rights to accept or reject the proposal without giving any notice and reason shall be reserved with SBS. If deemed necessary, the firm/supplier shall be asked for modification and presentation of the proposal before approval.

9. Management of the construction

The selected company/firm will be responsible to construct the infrastructures after commencing agreement and be accountable for the timely completion of the construction as specified in scope of the work and expected deliverables.

Similarly, the selected company/firm shall manage the assessment and be accountable for the timely completion and quality work. The selected company/firm shall construct the infrastructures in coordination with the School Management Committee (SMC) of respective schools.

The School management committee and/or technical person of SBS will verify the supplied construction process and give feedback for correction if any.

10. Late Bids

Any Bid received by the Purchaser after the deadline for submission of Bids prescribed by the Purchaser, will be declared "Late" or "Rejected" and returned unopened to the Bidder as per bidders' wish.

11. Modification and Withdrawal of Bids

The Bidder is not allowed to modify or withdraw its Bid after the Bid's submission.

12. Responsibilities

a. Supplier/firm

The supplier/firm will be responsible to accomplish the task outlined by this ToR and ensure the construction of infrastructures within the agreed budget and timeline.

b. Sonaha Bikash Samaj (SBS)

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- SBS guided by its policies and practices will assist the supplier/firm to achieve the objective of this ToR.
- Timely payment of constructed infrastructure as per agreement

13. Termination of the contract

SBS will terminate the contract if the supplier/firm commits a breach in the performance or observance of its obligation under this ToR.

The supplier/firm shall be notified in writing a week prior to the termination of the agreement.

Confidentiality

During the performance of the assignment or any time after expiry or termination of the agreement, the company/firm shall not disclose to any person or otherwise make use of any confidential information which the company/firm has obtained or may obtain in the course of the work relating to SBS and other stakeholders.

14. Documents to be submitted

The bid shall contain following documents:

- A. Bid firm as stated in annex 3.
- B. In addition, the following documents shall be submitted by the bidder.
 - a. Copy of company/firm registration
 - b. Profile of firm with relevant experiences
 - c. A copy of Tax clearance certificate
 - d. VAT/ PAN registration
 - e. Audit report
 - f. Any other relevant documents

15. How submit the bid

The bid should reach at the address below via courier or hand delivery by **17:00 hrs., 9 March 2021**. Please, enclose the bid in an envelope, do seal and mark it with **“Bid for Construction of drinking water system”**

and send to:

Sonaha Bikash Samaj (SBS)

Himalipur, Rajapur -1
Rajapur, Bardiya

Or

C/O

Good Neighbors International Nepal

Ekantakuna-13
GPO Box 8975, EPC 1605
Lalitpur, Nepal

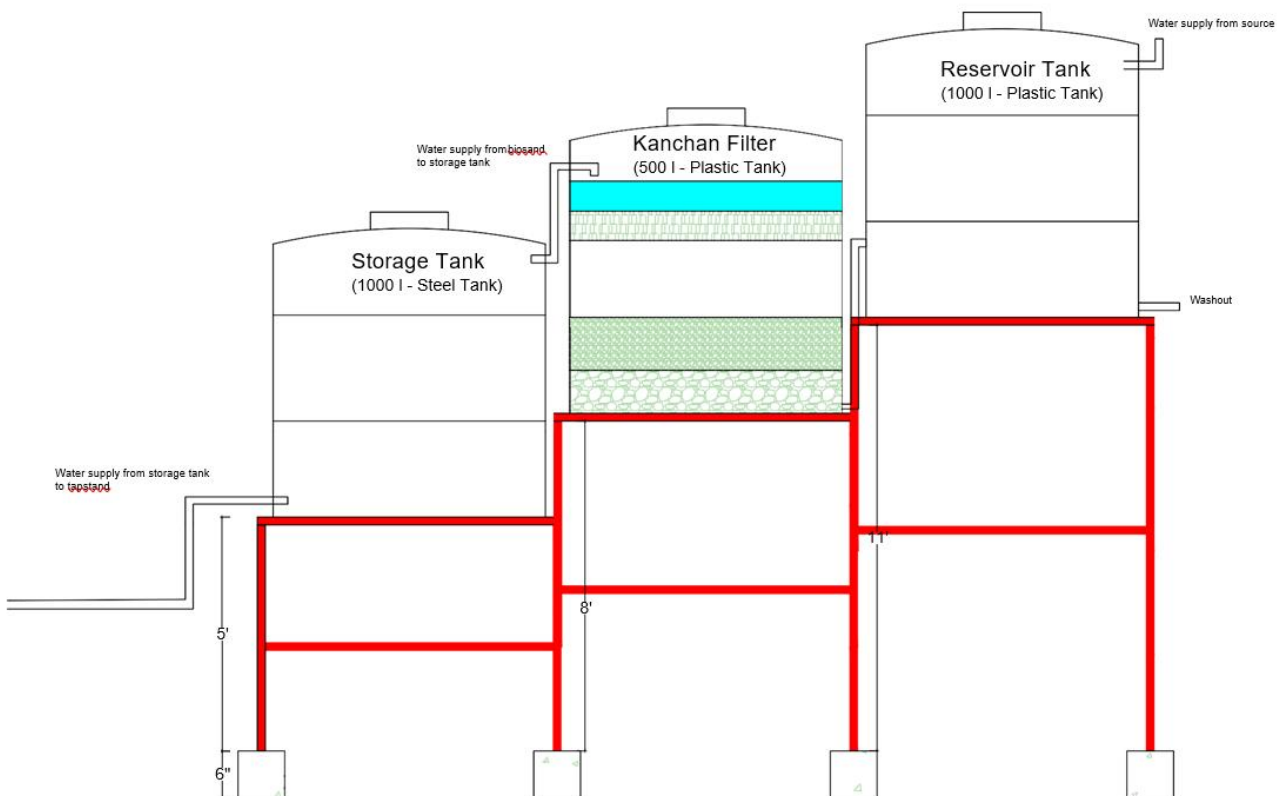


ANNEX 1
Basic Features/Requirement of deep tube-well

Depth	<ul style="list-style-type: none"> ▪ 130 ft in 6 schools of Madhuban ▪ 100 ft in 9 schools of Geruwa and Rajapur
Diameter	4"
Submersible pump set with power controller including electrical wiring (Quality certified (NS/ISI))	2 HP
Water pump motor including electrical wiring in case of no need of Submersible pump set (Quality certified (NS/ISI))	1 HP
Hardware materials	Quality certified (NS/ISI)
Platform at boring	2'x2'x1'
Arsenic	Should not found
Water quality test certificate	Should be provided by construction firm
4" Cast iron pipe	As per recommendation of engineer
4" HDP pipe	As per recommendation of engineer
2" GI pipe of 10 ft for water out flow	
Discharge of water	Approx. 5 litre/sec

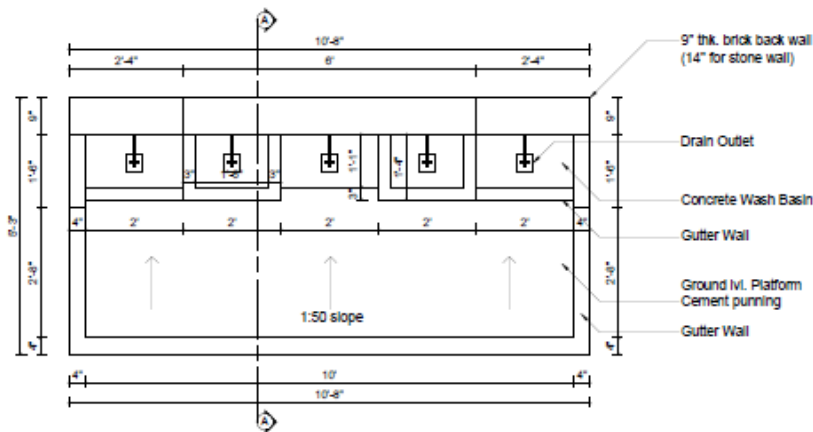
ANNEX 2
Basic Features/Requirement of Bio-sand filter

Water collection tank (Plastic -NS)	1000 ltr.
Filter tank (Steel-NS)	1000 ltr.
Water supply tank (Steel-NS)	500 ltr.
Tank stand (heavy iron)	8', 11' and 14'
Separate ladder (heavy iron)	12' height
Water quality test certificate	Should be provided by construction firm

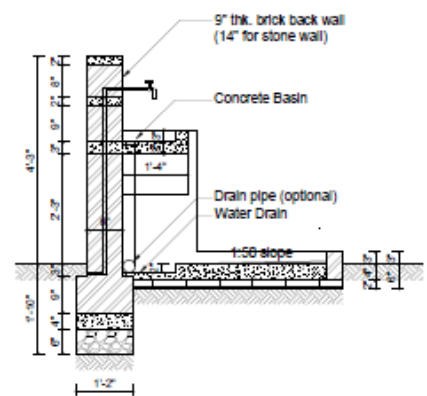


ANNEX 3 Basic Features/Requirement of Water tap platform

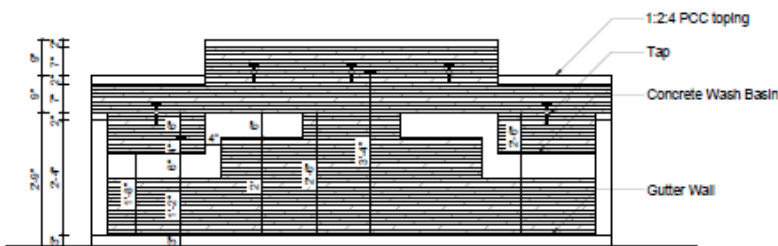
Size	10'8" x 5'3" x 4'3"
No. of taps	5
Tap type (need to verify by SBS)	Steel - NS/ISI certified
Tile (color need to verify by SBS)	Non-Glazed - 4.72 Sqm
	Glazed - 2.85 Sqm
Drainage	As per field requirement
Pipe connection from source	CPVP
Fitting items	Quality certified (NS/ISI)
Colour of platform	Olive green



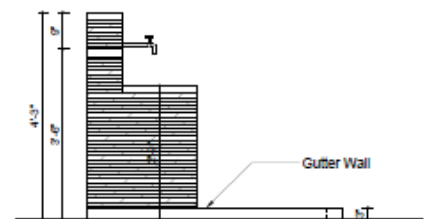
School Tap Station Plan



Section at A-A



Front Elevation



Side Elevation



ANNEX 4

Bid Form for construction of deep tube-well

** The Rate includes taxes, and transportation up to respective schools including load/unload charges

SN	Description of materials	Unit	Quantity	Rate (NPR)**	Amount (In number)	Amount (In Word)	Remarks
Total							



ANNEX 5

Bid Form for construction of Bio-sand filter

** The Rate includes taxes, and transportation up to respective schools including load/unload charges

SN	Description of materials	Unit	Quantity	Rate (NPR)**	Amount (In number)	Amount (In Word)	Remarks
Total							



ANNEX 6

Bid Form for construction of Water tap platform

** The Rate includes taxes, and transportation up to respective schools including load/unload charges

SN	Description of materials	Unit	Quantity	Rate (NPR)**	Amount (In number)	Amount (In Word)	Remarks
Total							



Detailed list of deep tube-well materials

SN	Description of materials	Brand	NS/ISI/ISO Certification		Remarks
			Yes	No	
Total					



Detailed list of Bio-sand filter materials

SN	Description of materials	Brand	NS/ISI/ISO Certification		Remarks
			Yes	No	
Total					



Detailed list of water tap platform materials

SN	Description of materials	Brand	NS/ISI/ISO Certification		Remarks
			Yes	No	
Total					

