

**Hiring of Mechanical, Electrical and Plumbing (MEP) Expert for Provincial Public Health
Laboratory Building Construction in Butwal and Biratnagar**
Terms of Reference (ToR)
PR124081

Background on Save the Children

Save the Children is the leading global independent organisation for children. Save the Children believes every child deserves a future. Around the world, we work every day to give children a healthy start in life, the opportunity to learn and protection from harm. When crisis strikes, and children are most vulnerable, we are always among the first to respond and the last to leave. We ensure children's unique needs are met and their voices are heard. We deliver lasting results for millions of children, including those hardest to reach.

We do whatever it takes for children – every day and in times of crisis – transforming their lives and the future we share.

Our vision: A world in which every child attains the right to survival, protection, development and participation.

Our mission: To inspire breakthroughs in the way the world treats children, and to achieve immediate and lasting change in their lives.

Our values: Accountability, ambition, collaboration, creativity and integrity.

We are committed to ensuring our resources are used as efficiently as possible, in order to focus them on achieving maximum impact for children.

Background information/context

We are supporting provincial governments for construction of two provincial laboratory buildings at Butwal (Lumbini Province) and Biratnagar (Province 1). These are four storied concrete-framed buildings and are under construction from February 2021. Initially the three stories were planned to complete by September 2021 but due to lockdown caused by COVID19 and the decision to construct additional floor, the extended completion date from civil contractor is July 2022. The buildings are designed and purpose-built to increase lab service capacity and serve as provincial centre of excellence for health laboratory services including TB, HIV and Malaria lab services. The major structure works has been completed however some finishing works, including electrification, plumbing, fire-fighting, landscaping are still ongoing in final phase.

In addition to civil construction of buildings, we have signed agreement with lift supplier for supply and installation of lift in both the buildings by end of December 2022. We are also planning for installation of dumb waiter in both locations and land protection works in Butwal which is out of scope from the existing civil contractor.

After termination of consultancy contract with Green Design Solution, we are managing through internal resource involving construction unit from Nepal Country Office. To provide expert's opinion and support in core areas of construction specially Mechanical, Electrification and Plumbing we had hired Mr. Arjun Shah as short term individual consultant and M/s Value Engineering and design associates Pvt. Ltd. for such service. The tenure of this consultant is going to be complete by end of July 2022. There is still some works that needs support from such expert. This TOR has been prepared for hiring of individual Mechanical, Electrical and Plumbing (MEP) expert to support PPHL construction work.

Objective

- To get experts opinion and support for final phase of construction works including testing and operation of Mechanical, Plumbing and Electrical works in under construction PPHL buildings in Biratnagar and Butwal.
- Technical support for installation of lift and support for procurement and installation of dumb waiter planned for under construction PPHL building in Biratnagar and Butwal

Location and official travel involved

The Supplier will be required to travel to construction sites in Biratnagar and Butwal respectively.

Services the Supplier will provide

- Revision of technical documents provided by lift suppliers and provide appropriate recommendation on time.
- Provide design, specification, detailed technical documents, estimates and information about potential suppliers for procurement and installation of dumb waiter
- Provide technical support in the area of electrical, plumbing, firefighting, networking for under construction building as per need of Save the Children.
- Witness the testing and commissioning of electrical, plumbing, mechanical systems and equipment and provide recommendations
- Provide support on preparation of as built drawings, AMC contracts and other technical documents.
- Other expert service as per need for construction works under global fund

Experience and skill set required

Experiences and skill set required for different experts shall be as follows;

- Academic qualification of bachelor's in engineering in related discipline
- Experienced of working as MEP expert in commercial and/or public buildings for at least 2 years as a consultant, consultant's representative, project manager or project engineer
- Good communication and coordination skill

Expected Deliverables

SCI expects the following deliverables to be provided:

<i>Deliverable number</i>	<i>Deliverable title</i>	<i>Description</i>	<i>Format and style</i>
1	<i>Technical documents revision and recommendation for installation of lift</i>	<i>Revision of drawings, specification and other technical documents submitted by the lift supplier and provide appropriate solution / suggestion</i>	<i>As specified by SCI</i>
2	<i>Monitoring of the lift installation process</i>	<i>Frequent visit to construction site and ensure quality of materials, workmanship and timely completion. Witness</i>	<i>As specified by SCI</i>

		<i>testing commissioning and handover</i>	
3	<i>Other MEP service</i>	Provide technical support in the area of electrical, plumbing, firefighting, networking for under construction building, support in documentation of as built drawing, AMC contract etc.	<i>As specified by SCI</i>

Timeline

Estimated Commencement Date: 08 August 2022

Estimated End Date: 31 December 2022

Expected days of expert's service (within above mentioned period) : 40 days

S. N	Description	Expected service days	Remarks
1	Technical support including field visit	40 days	
2	Field trips	10 trips	2 days in 1 trip average

Status updates/reporting

The supplier shall report to Sr. PSM Manager, Global Fund and Sr. Construction Coordinator of SCI.

Payment information

Payment shall be made on service/day basis. Supplier is instructed to provide the daily service charge and travel expenses per trip inclusive of all taxes.

Expected service days in "Timeline section" is only for reference. Payment will be made based on timesheet provided by the supplier.

The Fees are inclusive of all costs, overheads and expenses. SCI shall bear the travel and accommodation cost as per actual/as per SCI rule for field visit.

Payment shall be made on monthly basis. Supplier needs to submit claim/invoice including time sheet and other necessary documents. The amount will be released within 7 days after submission of claim including timesheet and report.

Proposal Evaluation and Scoring Criteria

S.No.	Major Topic
1	I. Budget

2	Capability I. Qualification of MEP expert II. Experience of MEP expert III. Experience in similar nature building
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How to apply for the services:

Proposal Submission Deadline- 29th July 2022

- **Required Documents-**
 - Filled out Consultancy Proposal Form (enclosed with this ToR)
 - CV(s) of the proposed consultant(s) with full date of birth in dd/mm/yyyy format.
 - For firms: Copies of- Firm registration certificate, VAT registration certificate, Latest tax clearance certificate. For firms that are tax exempted by the government, a copy of tax exemption certificate should be submitted.
 - For Individuals (Nepali): Copies of citizenship certificate and PAN/VAT registration certificate.
 - For Individuals (Foreign Nationals): Copies of passport and a valid visa/permit to work in Nepal.

If an individual is a full-time staff member of another organization, a no objection/consent letter signed by the organization head must be submitted along with the proposal. This is not applicable for proposals sent through a firm.

Proposals should be submitted via email to eoiconsultant.nepal@savethechildren.org