



United Nations Development Programme
Pre-qualification Notice
"Construction of a Building"

First date of Publication: 30 January 2007

United Nations Development Programme (UNDP) intends to pre-qualify Class 'A' Contractors registered with Government of Nepal, for the Construction of UNDSS Building at UN House, Pulchowk.

1. This invitation is open for Class 'A' Contractors registered with Government of Nepal with a good reputation, financial standing and experience in quality controlled building construction;
2. Interested firms **must**: a) be registered with the Government of Nepal, be of good repute and have strong financial standing; b) have valid company registration as well as tax and VAT clearance certificates;
3. Eligible and interested firms or their representatives may collect the Tender Documents from the Reception Desk at the UN House, Pulchowk. The Documents will be available from 14:00 hrs on Tuesday, 30 January 2007 until 13:00 hrs on Monday, 12 February 2007 and will be provided: a) on presentation of a written request; b) upon payment of a **non-refundable fee** of NRs. 3,000 (three thousand);
4. A pre-bid Meeting will take place on Tuesday, 6 February 2007 at 15:00 hours at the WHO Conference Room, UN House, Pulchowk, Kathmandu;
5. The Bidding Documents must be prepared in full compliance with the Pre-qualification methodology provided and received at the address set out below **no later than 13:00 hrs on 13 February 2007**;
6. If the last date of the purchase/submission and opening of documents falls to be an official holiday, the next day will be the respective last date;
7. Enquiries regarding pre-qualification documents shall be made with M/s MRB and Associates, Seto Durbar, Jamal, Phone: 4243532, 4224802 at office hours;
8. The Invitation to Bid will be sent only to the pre-qualified contractors at a later stage;
9. The UNDP reserves the right to reject, in whole or in part, any or all bids at any time without assigning any reason/s whatsoever.

The Office of the Deputy Resident Representative (Operations)

REF: SC/HK/2007/DSS

United Nations Development Programme
UN House, Pulchowk, Kathmandu

Kanlipur 30 Jan 2007
THT 31 Jan 2007
Kanlipur 1 Feb 2007
THT 2 Feb 2007

United Nations System in Nepal

Request for Proposals (RFP)



With reference to the United Nations Development Programme (UNDP) contract signed with Department for International Development (DFID), the Australian Agency for International Development (AusAID) and that of the Global Fund to fight AIDS, TB and Malaria (GFATM) within the framework of United Nations Management Support Agency (MSA) Agreement signed with His Majesty's Government of Nepal (HMG/N) on February 22, 2005, UNDP requests proposals from NGOs to establish partnership with UNDP through its provision of long term agreements.

1. The RFP is open to NGOs/CBOs. The NGOs/CBOs must have been registered with the Social Welfare Council of Nepal or with the relevant Ministry of HMG/N for a minimum of 2 years and hold valid Certificates of Registration.
2. Interested NGOs must be able to demonstrate in their proposals that:
 - a) They possess a valid License issued by the Chief District Officer (CDO) of Kathmandu, Bhaktapur or Lalitpur districts to operate in the Kathmandu Valley; or, if they are located outside the Kathmandu Valley, appropriate Certification from the CDO in the district where they are officially registered; &
 - b) They must have a proven track record over at least the last 2 years in delivering programmes and activities in Nepal in the field of HIV and AIDS.
 - c) Minimum Human Resources requirement: Financial and Human Resource polices available
3. Existing Finance and technical capacity
4. Organizational capacity would be assessed within the context of proposed activities
 - d) Two years financial report available with at least 1 year audited
 - e) Two year programmatic reports available
 - f) Two letters of recommendation: 1 from a local leader in the district
1 from an organization working in the district
 - g) If the organization is a network, only the member organizations which meet the above criteria will qualify to receive funds

RFP – 27 : Long Term Agreement with UNDP

The purpose of this RFP is to acquire the services of a non-governmental organization that can deliver any of our programmes on a long term basis. An award of this RFP will result in an agreement with UNDP so that in the event that services of your NGO/CBOs are needed we can contract directly without another advertisement. However, this will not guarantee that all NGO/CBOs selected would be contracted for activities during the life of the LTA.

Current partners - Current partners would not have to resubmit any of the above unless there is an expiry of any or all of their registrations with the government or relevant districts. Formats have to be filled appropriately indicating the present address, current leadership, current programmes with UNDP and other agencies and proposed activities and targets for the next 2 years. We recommend that proposals of current partners should focus on what is already being implemented. Recommendations for scale up should be critically reviewed prior to submission as it would be evaluated on the basis of current performance in addition to article ii below.

New partners – New partners will have to express interest by submission of all of the above, in addition the proposed activities and targets to be met for the next 2 years. New partners would be contracted only if there are gaps to be filled programmatically or geographically.

Activities:

1. Comprehensive package for IDUs
2. Comprehensive package for young people aged 10 – 24
3. Comprehensive package for migrants and their families
4. Comprehensive package for PLWHAs
5. Comprehensive package for MSM/MSWs
6. Drug treatment

- i. Eligible Proposers may obtain the RFPs and related materials on presentation of the documents mentioned in Paragraph 1 above and upon payment of **Nepalese Rupees 1,000 (non-refundable)** at UN House Reception Desk, Pulchowk, Lalitpur from **Thursday, 22 June 2006 to Monday, 3 July 2006** (date of closing) between 9:30 am and 5:00 pm. Representatives of the Proposers must be able to produce identification and a letter authorizing them to collect the RFPs and related materials.
- ii. Proposers will be evaluated on their understanding of the HIV/AIDS situation in Nepal; their familiarity with on-going HIV/AIDS plans and programmes; the extent and quality of their experience in delivering programmes and activities in the field of HIV/AIDS in the country; their personnel and team composition; and their approach to implementing the Terms of Reference (TOR), including the proposed costing. Exact details are provided in the RFP.
- iii. Completed Proposals with supporting documents in accordance with the RFP must be received no later than 1700 hrs on Monday, 10 July 2006.
- iv. Proposals will be evaluated by the Technical Review Panel (TRP) in accordance with internationally accepted practices. The UN reserves the right to accept or reject, in part or whole, any or all of the proposals at any time without assigning any reason whatsoever. Further, the UN does not bind itself in any way to select the firm offering the lowest price. Numerous firms will be selected as required for delivery of the programme.
- v. The costs of preparing the proposals and of negotiating the contract are not reimbursable by the UN. Proposals must be valid for 90 days from the deadline for submission. The UN will make its best effort to select firms within this period.

Telephone enquiries will not be entertained