

Government of Nepal
Ministry of Water Supply
Department of Water Supply and Sewerage
Urban Water Supply and Sanitation Project
Project Management Office
Minutes of Pre-Proposal meeting
of

Project Management and Quality Assurance Consultant (PMQAC)

RFP No: UWSSP/PMQAC/C01/Project Management and Quality Assurance Consultant.

For the benefit of all shortlisted consultants and to avoid possible confusion, SRFP document is clarified as follows.

Venue: PMO Meeting Hall

Date: 15 November 2018

Time: 13:00 Hrs.

Discussions & Decisions:

1. A pre-proposal Meeting for Selection of Project Management and Quality Assurance Consultant (UWSSP/PMQAC/C01) under Urban Water Supply and Sanitation Sector Project was held under the chairpersonship of Mr. Narayan Prasad Acharya, Deputy Project Director. Mr. Acharya welcomed the participants and apprised them about the Project.
2. Mr. Rajendra Sapkota, Deputy Project Director briefed the participants on the nature of the project, their salient features and the features of the SRFP documents.
3. Some of the specific queries and clarifications arose by the shortlisted consultants during the meeting and their responses from the PMO are given in the Table below:

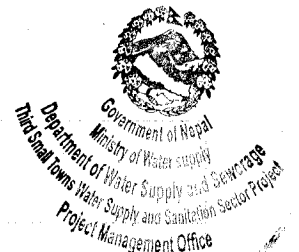
S. No.	Queries from shortlisted consultant	Project's response
1.	Consultant requested to specify the number of years in Section 3, form Tech 2, clause 3: regarding consultant's similar experience in past.	List previous similar assignments successfully completed in the last 10 (ten) years
2.	Consultant seek a clarification regarding the number of days mention in FIN-3; whether it is field remuneration or daily allowance.	Person man month expressed in month are the remuneration and those expressed in days are the daily allowances during the field visit. Person-month remuneration rate (field) is read out as field allowances.
3.	Consultant seek clarification regarding office space availability and corresponding cost as per	Consultant need not put office accommodation cost in financial proposal as it is already mentioned in TOR: 6 ; Client's Input and counterpart facility

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N.P. Acharya

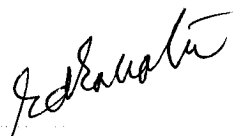
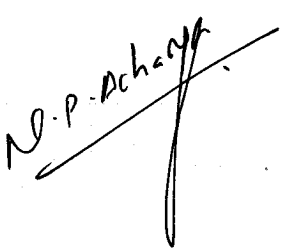
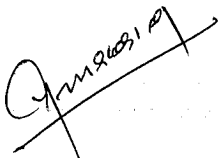

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	Data sheet 16.1: cost of office accommodation, including overheads and back-stop support.	that office space will be provided by project Management Office.
4.	Consultants requested to extend the deadline of submission.	The project management office informed the status of project implementation and urgency of PMQAC consultant. The time given for proposal preparation is 45 days and no basis for extension. So request was denied to avoid delays.

5. Deputy Project Director, Acharya thanked the shortlisted consultants for their active participation. He reminded to submit the proposals before the deadline. The meeting was concluded at 2:00 PM. The participants were informed that the Minutes of the Pre-Proposal Meeting will be posted on the Project website and sent by email to all shortlisted consultants.



F. Deputy Project Director, Acharya thanked the shortlisted consultants for their active participation. He reminded to submit the proposals before the deadline. The meeting was concluded at 2:00 PM. The participants were informed that the Minutes of the Pre-Proposal Meeting will be posted on the Project website and sent by email to all shortlisted consultants.