

Terms of Reference (ToR)

FOR SUPPLYING TRANSFORMER

Project Title	Health System Recovery Project, Nuwakot
Type of service	Procurement of NEA standard transformer
Location	Bidur-04, Nuwakot
Name of the company/firm	External company/firm/supplier
Deadline of EOI/Tender submission	2 nd February, 2018
Anticipated completion of project	February 2018

1. General Background

Good Neighbors International (GNI) Nepal has been working in Nepal since 2002 with the objective of improving lives of the poor people especially children through education, child protection, and income generating activities, health, WASH, and disaster risk reduction. GNI Nepal has been operating its activities in 20 districts.

2. Project Description and Rationale

Good Neighbors International with funding from the Korea International Cooperation Agency (KOICA) is implementing Health System Recovery Project (HSRP) in Nuwakot District since December 2015 with an objective of improving the health status and psychosocial well-being of community members through post-disaster recovery. HSRP covers former 2 municipalities and 5 rural municipalities. The Health System Recovery Project aims:

- a. To improve Maternal and Child Health (MCH) status in target communities
- b. To improve services of Adolescent Sexual and Reproductive Health (ASRH)
- c. To improve students, psycho-social status
- d. To improve Health Facility with Functional Equipment

One of the main objectives of HSRP project is to make functional health facilities equipped with necessary medical equipment and furniture. KOICA is constructing 10 health posts and a district hospital in Nuwakot district. The role of GNI Nepal is to supply all the necessary medical equipment and furniture to those Health Posts and hospital constructed by KOICA.

3. Transformer Support to the District Hospital

Objectives of the support: District hospital is a first referral center from community level health facilities. The hospital building is being constructed in support of KOICA for improving health service delivery. The current electricity arrangement of hospital is not sufficient for the hospital requirement. Hence a transformer of 100 KVA is needed to fulfill electric energy requirement of hospital.

4. Number and specification of supply items

5. The number and specification of required commodity is as follows:

6. **Required Number** : One

7. Specifications:

8. kVA	: 100	Primary Voltage	:11000V
9. Standard	: IEC	Secondary Voltage	: 400V
10. Frequency	: 50 Hz	Phase	: 3
11. Type	: Outdoor	Class	: A
12. Tapping	: -15%, -10%	Cooling System	: ONAN
13.	-5%, 0, +5%	Certificate	: NEA testing

5. Expected Deliverables

The followings are the expected supplier

- Approval of transformer from Nepal Electricity Authority (NEA) before delivery.
- Transportation/ delivery of transformer to District Hospital, Trishuli, Nuwakot.

Providing after sales service in case of any problem in supplied transformer in terms of maintenance and or replacement.

6. Duration

The transformer should be supplied within February 2018. It should be done within 10 days of purchase order.

7. Budget and Payment procedure

The supplier/firm should submit total cost with detail breakdown including applicable taxes at the time of submission of EoI. The cost covers price of transformer, transportation and applicable taxes. GNI Nepal will release 25% of total agreed amount as an advance upon signing the contract. The final payment (75% to the total agreed amount) will be made after satisfactory completion of the assigned task.

8. Acceptance of Proposal

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

9. Management of the supply

The selected consultant/firm will be responsible to supply the commodity and be accountable for the timely delivery of the expected quality of products/commodities.

10. Responsibilities

The supplier/firm will be responsible to accomplish the task outlined by this ToR and ensure the delivery of commodities stated above within the agreed budget and timeline.

11. Responsibilities of GNI Nepal

Remaining within the policies and practices of GNI head office, its primary responsibility is to help supplier/firm to achieve the objective of this ToR.

12. Termination of the contract

GNI Nepal 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 written form within a week prior to the termination of the agreement.

13. Confidentiality

During the performance of the assignment or any time after expiry or termination of the agreement, the supplier/firm shall not disclose to any person or otherwise make use of any confidential information which the consultant/firm has obtained or may obtain in the course of the work relating to partner organization/GNI, the respondents or otherwise.

14. Documents to be submitted

The application shall contain following documents:

- A. Financial proposal ; includes price of transformer, transportation cost and applicable taxes
- B. Detail of the Organization/firm
 - a) Profile of firm with relevant experiences
 - b) Copy of company/firm registration
 - c) A copy of Tax clearance certificate
 - d) VAT registration

- e) Audit report
- f) Any other relevant documents

The EOI should reach the address below via courier or hand delivery by the 2nd February, 2018, (In Office Time). Please, enclose the proposal in an envelope, do seal and mark it with "All the envelopes should bear the Name and Address of the Bidder and marking for the Original Copy. The envelopes should be super scribed with "**TOR for Supplying Transformer**"and send to:

Health System Recovery Project

Good Neighbors International Nepal

Bidur- 4, Nuwakot

Or

Good Neighbors International Nepal

Ekantakuna-13, Lalitpur

GPO Box 8975, EPC 1605

Kathmandu, Nepal