



Government of Nepal
Ministry of Commerce and Supplies
Nepal-India Regional Trade and Transport Project (NIRTTP)

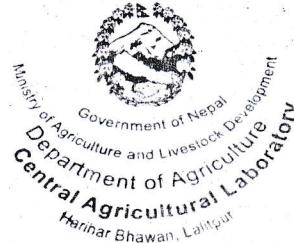
Terms of Reference
of
Individual Consultant
(National)

Activity Reference: - NIRTTP/PCO/MoALD/S/IND-125

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Government of Nepal
Ministry of Agriculture and Livestock Development (MoALD)
Department of Agriculture (DoA)
Central Agricultural Laboratory (CAL)
(Nepal India Regional Trade and Transport Project)
Individual consultant TOR

Consulting Services for assessing requirements and finalizing List of Equipment, Specification, Cost Estimate and commissioning support for the Sanitary and Phytosanitary (SPS)/Plant Quarantine and Regional Plant Protection Lab

1. Background

Nepal has relatively managed to control and inspection of imported and exported goods and agriculture produces in the past in ad hoc basis. These inspections should be on regular basis, for which well-equipped laboratory is one of the requisite. Due to climate and geography, Nepal traded with China mainly in the summer and India mainly in the winter. Nepal is a member of WTO since 2004 and its access to international markets now largely depends on compliances to Sanitary and Phytosanitary (SPS) Agreement of WTO. Strengthening trade-related institutional capacity also includes strengthening of trade-related laboratories. SPS measures contribute significantly to time and costs and some of these could be reduced by bringing improvements in laboratory testing services. The Nepal-India Regional Road and Transport Project (NIRTTP) in association with the World Bank have supported the construction of a Modern Sanitary and Phytosanitary (SPS)/Plant Quarantine and Regional Plant Protection lab building at Hariharbhawan, Lalitpur under the ownership of Central Agricultural Laboratory (CAL), DoA, and MoALD. To operate the Sanitary and Phytosanitary (SPS)/Plant Quarantine and Regional Plant Protection Laboratory to an international standard and with an objective for accreditation, the Central Agricultural Laboratory intends to hire services from qualified interested individual consultant for assessing requirements and finalizing the list of Equipment, Specification, Cost Estimate and commissioning support for the same.

2. Objective

The key objective of the assignment is to assess the requirements of Sanitary and Phytosanitary (SPS)/Plant Quarantine and Regional Plant Protection lab keeping in view of accreditation identify the gap and finalize list of Equipment and accessories (pest diagnosis, molecular pest identification and pesticide quality and residue monitoring etc.), Specification, Cost Estimate and support in commissioning of such equipment when delivered by the supplier.

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3. Scope of Services:

The scope of services shall include necessary activities to achieve the objective but not limited to the following:

- a) Review the existing reports on Sanitary and Phytosanitary (SPS)/Plant Quarantine and Regional Plant Protection laboratory requirements, recommendations, do consultations with the related stakeholders operating the same laboratory on requirements
- b) Do assess the existing facilities available in the CAL for Sanitary and Phytosanitary (SPS)/Plant Quarantine and Regional Plant Protection lab, identify the gap and prepare a list of equipment and accessories necessary on consulting with technical committee of CAL for the efficient testing services envisaged for the same lab.
- c) Prepare necessary specifications of the listed equipment and accessories based on the international norms, practices and available market study.
- d) Prepare a detail cost estimate of the approved equipment and accessories list based on the basis of market study including review of the manufacturer's catalogue prices. Also support the client in preparing bidding document and bidding process whenever necessary.
- e) Support the Client on evaluating the bid documents for potential suppliers especially, in terms of checking and confirming the requirements of proposed Equipment and specifications.
- f) Upon supply and delivery of the equipment and accessories at the site by the Supplier, the consultant shall support in physical verification of supplied lab equipment and accessories based on the specifications and ensure their proper installation. Once verified and confirmed on the specification and working condition he/she shall issue a certificate of compliance.

4. Service Duration

The Consultant's input shall be in parts as i) for the preparation of list of equipment, specifications and cost estimate; ii) support in reviewing and confirming the proposed equipment and specification; and iii) verifying and confirming the working condition of the supplied equipment and accessories. The working days for part i) and ii) is estimated to be 40 days and for part iii) 25 days, in total 65 working days over a period of 12 months after signing the contract.

5. Form of Contract

The procurement shall be as per Procurement Regulations for IPF Borrowers, July 2016, revised August 2018 of the World Bank for Individual Consultants and type of contract will be Lump sum contract based on deliverables as described in this TOR.

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6. Payment Modalities:

- a) 10 % of contract amount at the submission of inception report after signing the contract.
- b) 40 % of contract amount at the completion of Part (i) works and reporting of same.
- c) 10 % of contract amount at the completion of Part (ii) works and reporting of same.
- d) 40 % of contract amount at the completion of Part (III) testing, verifications work and reporting.

7. Consultant's obligations

The Consultant shall be responsible to do the necessary coordination and consultations with the user and stakeholders for identification of lab equipment, accessories, and preparation of specifications, cost estimate and bill of quantities for the Sanitary and Phytosanitary (SPS)/Plant Quarantine and Regional Plant Protection laboratory. The Consultant shall be fully responsible for necessary transport and other logistics required performing the job including producing the reports in acceptable standards. The consultant shall be responsible to arrange own health and accidental insurance, if any. The Consultant is required to work together with the Client team members and report periodically on the progress or issue encountered, if any. The Consultant shall be fully responsible to manage the necessary income tax or VAT payment arising out of this contract.

8. Client Input

The client will make available the related reports on Sanitary and Phytosanitary (SPS)/Plant Quarantine and Regional Plant Protection laboratory facilities, access the present lab equipment and facilitates, access to the proposed lab building and its facilities, and related information/ reports available within the organization. The Client team will also facilitate meetings or support coordinate with the related stakeholders as necessary to do necessary consultations for the job. If necessary, the Client may provide an office to work on the specific days of Consultant's input.

9. Qualifications and Experiences of the Consultant

The candidate should have minimum Bachelor in Bio-medical Engineering or relevant subject. Preferably she/he should have Master degree in Bio-medical Engineering. Training in Sanitary and Phytosanitary (SPS)/Plant Quarantine and Plant Protection lab management will be advantage. The Consultant should have at least 10 years of work experience mainly in the field of managing and operating Bio-medical Engineering related work or project. Specific experience in agriculture product testing laboratory and at least 3

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years' experience in the operation of Sanitary and Phyto-sanitary (SPS)/Plant Quarantine and Plant Protection Laboratory or similar laboratories.

10. Deliverable

The following main deliverables by the consultant, not necessarily limited to, are envisaged under the contract.

Reporting

- i. 2 Copies and Soft copy of Inception Reports within 1 week from work order
- ii. 2 copies and Soft copy of Draft/ Final Report for Part (i) – 6 weeks from work order
- iii. 2 copies and Soft copy of Report on part (ii) during bid evaluation.
- iv. 2 copies and soft copy of Final report on Part (iii) ie; after verification and compliance test / commissioning.

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