

**Invitation of consultancy service for Panchkhal Municipality for  
Preparation of Municipal Disaster Management Plan (MDMP) of Panchkhal Municipality**

Contact Information :- Panchkhal Municipality- Panchkhal , Kavre

First Date of Publication :- 1<sup>st</sup> May, 2016

Dead line for purchase is within 15 days of First publication date (Till 15<sup>th</sup> May 2016 at 5:00 PM) and for submission of RFP (Till 16<sup>th</sup> May 2016 at 12:00 Noon).

1. Panchkhal Municipality has allocated fund including towards the cost of **Consultancy services for preparation of Municipal Disaster Management Plan of Panchkhal Municipality** and intends to apply a portion of this for eligible payments under this Contract.
2. Panchkhal Municipality now invites proposals to provide consulting services for **Preparation of Municipal Disaster Management Plan**. More details on the services are provided in the attached Terms of Reference.
3. A consultant will be selected under Quality and Cost Based Selection (QCBS) and procedures described in the RFP.
4. The RFP includes the following documents :-

Section 1 – Letter of Invitation

Section 2 - Information to Consultants

Section 3 - Technical Proposal - Standard Forms

Section 4 - Financial Proposal - Standard Forms

Section 5 - Terms of Reference (For Reference see

panchkhal Municipality Official Web Site :-panchkhalmun.gov.np)

Note: Weightage of technical and financial proposal is 80% and 20% respectively.

RFP received after these deadlines will be rejected. Technical Proposal shall be opened in the presence of Consultants' representatives who choose to attend at 16<sup>th</sup> May 2016 at 1:00 PM at the office of office of pankkhal municipality.

If the last date of submission and opening falls on a government holiday then the next working day shall be considered as the last day.

Yours sincerely,  
Basudev Bhetwal  
Executive Officer  
Panchkhal Municipality