



Government of Nepal  
National Reconstruction Authority (NRA)  
**Earthquake Housing Reconstruction Project (EHRP)**  
Project Management Unit (PMU)  
**Request for Expression of Interest (REOI)**

First date of Publication: 31<sup>st</sup> August, 2020

**Project: Earthquake Housing Reconstruction Project (EHRP)**  
**Credit No.: IDA Cr. No.6164-NP**

**Assignment Title: Consulting Service for Development of a Responsive Web Portal/Platform for  
“2015 Earthquake Reconstruction**

1. The Government of Nepal (GoN)/National Reconstruction Authority (NRA) has received financing from the World Bank/IDA towards the cost of the Earthquake Housing Reconstruction Project (EHRP), and intends to apply part of the proceeds for consulting services.
2. The consulting services (“the Services”) include engagement of competitive consulting firm to provide the services for development of a responsive web portal/platform for “2015 Earthquake Reconstruction” having contract ID: EHRP-AF/NRA/S/CQS-01/2077-78. The assignment will be completed within 4 (four) month period.
3. The National Reconstruction Authority, EHRP-PMU now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The firm(s) should have at least **Five years** of general experience.

The short-listing criteria are:

- a. Self-declaration Letter of not being ineligible to submit REOI
- b. Years of general experiences of the firm. (15%)
- c. Specific Experience of similar nature works of the firm. (50%);
- d. Financial Capacity of the Firm. (15%)
- e. Organizational Structure of the Firm and availability of required Experts (20%).

Curriculum-vitae of Key Experts will not be evaluated at the shortlisting stage.

4. The attention of interested Consultants is drawn to paragraph 3.14, 3.16 and 3.17 of The World Bank’s Procurement Regulations for IPF Borrowers, July 2016 Revised November 2017 and August 2018 (Procurement Regulations), setting forth the World Bank’s policy on conflict of interest.
5. Interested firms shall ensure their eligibility by submitting the following documents with their EOIs:
  - Copy of Registration of the company/firm in Office of Company Registrar (OCR).
  - VAT/PAN Registration
  - Tax Clearance/Tax Return Submission for fiscal year 2075/76

Not-for-profit Organization (such as NGO/NPO) shall not be considered and shortlisted.

6. A Consultant will be selected in accordance with The World Bank’s Procurement Regulations for IPF Borrowers: Procurement in Investment Project Financing Goods, Works, Non-Consulting and Consulting Services, July 2016 (Revised November 2017 and August 2018), Section VII: Approved Selection Methods Consulting Services/ "Para 7.11 & 7.12": Consultant’s Qualification-based Selection (CQS).
7. Only the 1<sup>st</sup> ranked shortlisted firm will be asked to submit separate Technical and Financial proposals as the method selection is CQS. If the 1<sup>st</sup> ranked is failed in technical and/or in contract negotiation the subsequent ranked firm will be asked to submit the proposals.



8. Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.
9. Interested eligible consultants may obtain further information and detail Terms of Reference (ToR) on free of cost at the address below during office hours on or before **14<sup>th</sup> September, 2020** or can be downloaded from the NRA website [www.nra.gov.np](http://www.nra.gov.np).
10. Expressions of interest must be delivered either in a written form to the Project Director, Earthquake Housing Reconstruction Project (EHRP), Project Management Unit (PMU), Singhadurbar, Kathmandu, Nepal (Tel: +977 1 4211971/4211535, or an electronic form to the official e-mail: [ehrp.pmu@gmail.com](mailto:ehrp.pmu@gmail.com) by **15<sup>th</sup> September, 2020** on or before 12:00 hours. Hard copy or email received after the deadline will be rejected.
11. In case the last date of submission of the EOI happens to be a holiday, the next working day will be deemed as the due date.

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Government of Nepal  
National Reconstruction Authority (NRA)  
Project Management Unit (PMU)  
Earthquake Housing Reconstruction Project (EHRP)  
Singhadarwar, Kathmandu, Nepal

## Terms of Reference

To

Develop a Responsive Web Portal/Platform for “2015 Earthquake Reconstruction”

**Contract ID: EHRP-AF/NRA/S/CQS-01/2077-78**

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## A. Background

A magnitude 7.8 earthquake of shallow depth struck central Nepal with an epicenter approximately 77 km northwest of Kathmandu on April 25, 2015 causing widespread destruction. On May 12, 2015, a large after shock of a magnitude 7.3 hit Nepal and caused further casualties and damage. The reported casualties include: 8,702 deaths and 22,493 people injured. As the earthquake sequence destroyed 490,000 houses-mostly traditional mud brick and mud stone built and occupied by the rural poor and rendered another 265,000 houses at least temporarily uninhabitable, the largest single need identified in the Post Disaster Needs Assessment (PDNA) was housing and human settlements, accounting for US\$ 3.27 billion of needs.

The Government of Nepal (GON) had requested support from several development partners, including the WB, to address the immediate and medium-term impacts of the damage inflicted by the earthquake in Nepal. In response to this, the World Bank approved a US\$200 million loan to finance the Earthquake Housing Reconstruction Project (EHRP) (P155969) approved on June 29, 2015. The project supports restoring affected houses with multi hazard resistant core housing units in target areas and enhances government's ability to improve long-term disaster resilience. Initially, the EHRP is to be completed by July 2020. Considering the further need to support GoN, International Development Association (the World Bank) agreed US\$300 million Additional Financing (P162593) for (EHRP) and the closing date is June 30, 2023. Initially, support of loan to finance EHRP was limited to 55 thousand households of three severely affected districts namely: Dolakha, Dhading and Nuwakot. The recent Additional Financing will cover another five severely affected districts. The additional finance has anticipated covering approximately 96,000 houses. The second additional financing of US\$200 has also been approved, the geographical scope of the project has now been expanded to all the earthquake-affected districts barring Kathmandu Valley.

The Government of Nepal has established the National Reconstruction Authority (NRA) for the purpose of coordinating and implementing the post-disaster reconstruction program. Thus, a Project management Unit (PMU) has been established within NRA to manage and coordinate project activities. Housing reconstruction activities are being implemented by dedicated Project Implementation Units (PIUs): two Central Level Project Implementation Unit (CLPIU) - Building and Grant Management and Local Infrastructure (GMaLI) under the NRA, as well as District Level Project Implementation Unit (DLPIU) in 32 districts, one each of Building and GmaLI. School sector reconstruction is being carried out by CLPIU Education. Similarly, other sectoral (e.g. Archaeological sites, Public Buildings, Infrastructures, etc.) reconstruction are being implemented by various agencies in coordination with NRA.

The reconstruction financing was made through on-budget and off-budget mechanism. The off-budget financing was mainly through the INGOs as per the approved NGO guideline by NRA. NRA is now towards the completion of earthquake reconstruction tasks by the end of December 2020. To this end, the huge resources have been created during the reconstruction process. These include database of private housing, public buildings, education & health facilities, heritages, and community infrastructures (road, bridges, drinking water, etc.) reconstruction including livelihood recovery programme. Other resources include video clips, audio records, publications, and study reports. The reconstruction resources are not in uniform form and format across sectors. These resources need to be preserved and managed for future learning,

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disaster risk management, and research. NRA has decided to develop an online portal as repository of all the reconstruction data and resources. Hence, NRA will engage a consultancy firm to undertake the designing and development of a responsive web portal/platform in direct supervision of Project Management Unit (PMU) and MIS section of NRA.

## **B. Objective**

The objective of this assignment is to study/analyze current EHRP MIS system, all reconstruction data collected in NRA Server from different data source and develop a Reconstruction Portal. The intended users of the platform are i) the NDRRMA, ii) Ministries and other government agencies, iii) local governments where post-2015 earthquake reconstruction activities took place, iv) Development partners, and iii) Researchers.

## **C. Scope of Work**

**The firm will perform the following activities in two phases.**

### Phase I: NRA System Analysis

- The consulting firm will analyze the current data and information available in the NRA Server, collected from different source. Especially reconstruction data produced by CLPIU's, Ministries, and Partner Organization. Some data domains/sectors are a) private housing, b) public buildings (school, health, local infrastructure, cultural and heritage centers, health facilities, monuments, d), geohazards survey, e) budget and financial information.
- While the consulting firm will look at MISs of all reconstruction data the firm will study and analyze the current EHRP MIS in greater detail. Mostly, the CLPIU Building and CLPIU GMALI are data generators: they generate, collect, upload data and report progress periodically. The consulting firm will analyze the current MIS data, modules, reports, functionalities, and provide status of its completeness, cleanness, correctness as well as fit for purpose for the proposed Reconstruction Portal.
- Understand the EHRP MIS application, system development process, business logic, data flow, and its implication on the system modules, backup and recovery mechanisms, technology stacks used in software development and system security database, API synchronization between EHRP MIS and EHRP Inspection. Study the current data base and architecture including data structure & transformation of non-uniform data to uniform, perform data mapping if necessary.
- Existing NRA Server hosts EHRP MIS, Inspection MIS, PMIS and other sectors data. The firm will analyze the physical systems (Hardware Infrastructure), look at the existing software deployments licensing and updates status, existing monitoring tools setup and its resource optimization. As the same server will host the reconstruction portal, the ownership of the server will be transferred from the NRA to the NDRRMA.

### Phase II: Portal Design and Development

- Developer team need to develop a portal containing following sector wise modules.
  - Private Housing
  - Public Buildings (government buildings)
  - Education and Health Facilities

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- Public Infrastructure
  - Heritage Centers
  - Resettlement and Integrated Settlement
  - Financing information/data
  - E-Library (which would include audio/video, publications, etc.)
- The Private Housing will have the largest data. The consulting firm needs to present about 1 million individual household earthquake impact data on base of CBS/ NPC information, and about 0.85 million private housing reconstruction data (data are in digitized and scan form).
  - Develop sector-wise (private housing, public buildings, education & health facilities, heritage centres, public infrastructures, financial, etc.) dashboard, which should be detailed out in the inception report.
  - Perform data import/migration into the new database for the purposed web-portal.
  - Develop sector-wise data architecture/data dictionary.
  - Produce infographics & GIS based reporting tools. This will include visualization of NRA 5 year's reconstruction data of the different sectors, and the reconstruction process/journey of the different sectors. These details of visualization landscape will be discussed with the NRA's management, which will be detailed out in the inception report.
  - The MIS/web application will also contain audio/video and publications on reconstruction, published by the NRA or other agencies.
  - The MIS/web application will use a web oriented designed which should utilize the latest technological tools.
  - All the data, visualization, reports, and audio-video should be in downloadable and exportable in the relevant formats.
  - The MIS/web application may have different user accesses - public and restricted – based on end users.
  - The firm will have to find the way out to synchronize the real time data update for those agencies whose reconstruction still in progress. Development of an API.
  - Prepare system documentation, user manual and conduct user training on the developed web-portal.

#### **D. NRA's responsibility**

- The PMU and MIS section will provide the user level access to the consulting firm for EHRP MIS System, User Manual, Data Structure, Data Dictionary and other system related documents for the study, so that the consulting firm will be able to study the data in the EHRP MIS.
- Similarly, MIS section will give access to the reconstruction data and information collected from different sectors, so that the consulting firm will be able to analyze, clean and import them into the portal database. Wherever data gap arises, firm will collect data with support from PMU and MIS section officials and experts.
- Provide requirement analysis (Visualization and Data Analysis Recommendation) for the reference to design and develop web portal.
- Provide hosting space and location to host and run application
- Provide physical access in the NRA server to store media and publications.
- The PMU will review progress of the consulting firm every two weeks from the start of the assignment and give guidance.

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## E. Suggested Activity and Expected Deliverables

Suggested activity and expected outputs/deliverables will be as listed in the table below. Output and deliverables listed will be “verifiable” from a product perspective and not from activity perspective.

SN	Activity	Output/Deliverables
1	The firm will work in coordination with NRA, CLPIU Building, CLPIU GMaLI and make sure deliverables are assured and verified.	Meeting minutes, and road map for the study.
2	Conduct stakeholder’s meeting and Business scenarios exercise to map and address the views, viewpoints, concerns of the stakeholders/potential users.	Meeting minutes
3	Based on stakeholder inputs i.e., views and viewpoints develop architectural model(s) to address and incorporate their concerns.	That is reflected in the product
4	Build data architecture and key catalogues, matrices, and diagrams i.e., <ul style="list-style-type: none"> <li>• data entry/component catalogue</li> <li>• data entry/domain function matrix system/data matrix</li> <li>• data diagram representing information, actor, trigger, and process</li> <li>• data dissemination diagram,</li> <li>• data security diagram,</li> <li>• data migration diagram</li> </ul>	Catalog, matrices, diagrams artifacts as these entities
5	Study EHRP MIS functionalities of EHRP MIS covering: <ul style="list-style-type: none"> <li>- Data Quality</li> <li>- Physical Infrastructures</li> <li>- System Development Process</li> <li>- System security</li> <li>- Software’s used</li> <li>- Backup Server</li> <li>- Storage Capacity</li> </ul>	Submit the Study Report in 4 weeks of time covering all the scope of work related to the EHRP MIS System Study.
6	Analyze data and MISs of different sectors which has been collected by the NRA. This includes data representation, analysis, visualization, data sharing methodologies, and technology.	Requirement Analysis Report , with proposed a) Data representation, b) Visualization Option, c) Methodology, d) Technology
7	Find out the data sources, and segregate by local level, clean, translate, format, verify and	Prepare a data dictionary/archaeology and database (Data Architecture and continuum).

  
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	validate it to upload into reconstruction portal database.	
8	Undertake mock designs for web pages.	Provide a mock design presentation at NRA.
9	On iterating the design up to level of satisfaction of NRA, finalize the frontend and backend for the web portal.	Provide website demo to <b>NRA</b> and <b>NDRRMA</b> officials in particular to PMU and MIS section officials.
10	Write test cases for backend and frontend developed automated system testing.	Submit the Test Report to NRA-PMU and NDRRMA
11	Prepare Standard well-formed API's to share data with third party.	Share API's output to NRA and NDRRMA MIS team.
12	Prepare developer guide to use APIs by third party	Submit the API's user manual.
13	Deploy the final product in NRA server.	Provide demo to NRA-PMU and NDRRMA on the public domain.
14	Prepare a simple operational/user manual and short video clip for system users and local government.	Submit user manual and video clip to NRA and NDRRMA for a) System Users b) Public Users
15	Make a detailed presentation/demonstration to the <b>NRA and NDRRMA officials</b> after the completion portal/platform.	Smooth operation of the reconstruction MIS/web portal/platform.
16	Knowledge transfer and source code handover.	Submit in hard and soft copy (in DVD, USB, etc.)
17	Based on the simple operational/user manual, prepare a video on how to operate the MIS/web application and put it online (YouTube, etc.), and conduct online training on cluster basis to local government.	Users know how to use the system
18	Provide technical support to NRA and/or NDRRMA for 6 months after successfully deploying the system to level of satisfaction of NRA and NDRRMA	Support

The consultant will strictly follow the work plan and the time schedule agreed with NRA-PMU-MIS in undertaking this assignment.

- An inception report should contain a) detailed workplan (with timeline) based on their understanding of the assignment, b) methodology of different work streams, c) outline of key deliverables, etc. A draft inception report should be submitted within 3 weeks of beginning of the assignment and a final inception report submitted within a month of beginning of the assignment incorporating all comments, if any, made by the NRA.
- NRA will provide the web hosting plan, the DNS details, data, information and MIS of the different reconstruction sectors, and GIS shape files of 7 Province, 753 municipalities and wards Elaboration of the coding languages used, database (specify) and its linkages, storage and flow diagrams (Python/Django, Postgres and AngularJS/React JS, GEO Server).

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- The consultant shall undertake review, assessment, and judgment of the data/information in close consultation with the NRA and NDRRMA Technical Team.
- The consultant shall conduct mock/trial run of the responsive web portal/platform.
- The consultant shall submit monthly progress report and make at least one presentation of the MIS/web application to the NRA and NDRRMA officials.
- The consultant shall orient/train the NRA and NDRRMA officials on the operation and management of the web portal/platform, as per guidance from the NRA and NDRRMA.
- The firm should submit a completion report to the NRA-PMU upon completion of the assignment. The methodology should be clearly documented in the report.

## **F. Duration of the Work**

- The duration of contract shall be for 4 (Four) months.

## **G. Duty Station**

- The firm is expected to use its own resources and all other equipment/software required for the task.

## **H. Required Expertise and Qualifications of Firm**

- The firm should be based in Nepal
- The firm should have a minimum 5 Years of experience on open source platforms like Python, Django, Postgres, Angular JS, React JS, GeoServe is required. During evaluation, higher score will be given to firms having a greater number of projects on these platforms.
- The firm also should have a minimum of 5 years of experience and proven expertise in web application portal/platform development. During evaluation, higher score will be given to the firm having higher number of projects on enterprise system development, data analytics and visualization. Higher score will also be given to firms having higher value of contracts on web application portal/platform development.
- The firm should have completed at least one project related to GIS web application development and GIS-based data visualization. During evaluation, higher score will be given to firms who have a greater number of GIS-based web application development and GIS-based data visualization.
- The firm should have qualified team to undertake the assignment successfully. Higher score will be given to the firms having a greater number of full time qualified professional staffs with relevant expertise.
- Prior experience in similar web based project successfully completed with Government of Nepal may be an added advantage
- Prior experience in development of web portals on early warning, disaster risk management and reconstruction and recovery in Nepal and outside Nepal will be an added advantage.
- Ability to provide free post contract troubleshooting support at least 1 year after the completion of the project
- Clearly demonstrated ability to work on time and deliver high quality outputs
- Demonstrated experience of quality report writing.

  
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## I. Expertise and Team of Consulting Firm

S.N	Support and Maintenance
	<b>Key Experts</b>
1	Team Leader
2	System Analyst
3	Senior Software Developers/Programmers
4	Software Developers/Programmers
5	Database Administrator
6	QA Engineer (6months)
7	Graphical User Interface(GUI/UX) Designer
8	GIS Data Analyst
9	Application Security Expert
10	Data Analysis and Cleaning Officer
	<b>Non-Key Experts</b>
11	Documentation and Data Collection Officer

### 1. Team Leader

The team Leader shall have master's degree in Computer Engineering or Information Technology Management or equivalent. S/he should have relevant skills and exposure in managing Information Technology Projects with general experience of 10 years and 3-5 years of specific experience in managing large scale Enterprise Applications. Technology, Project Management Certification, Training or Specialization will be preferred. S/he should have experience of managing projects with similar tools and technologies proposed in this consultancy.

**Responsibilities:** The team leader is responsible for communication, planning and management. Team leader's responsibility include:

- Communicate and co-ordinate with NRA and the Development Team
- Select technology, develop standard, manage development operations
- Formulate project plan and timeline as per the RFP and get the work done within the timeline
- Develop and implement Risk management and risk mitigation plan for the project
- Be able to communicate effectively and motivate the team
- Well versed in architecture development and data management
- Ensure quality of the project

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## 2. System Analyst

System Analyst shall have a master's degree in master's degree in Computer/Software Engineering, Information Technology Computer Science or Equivalent degree and working experience of minimum 5 years in the field of system analyst for software development. S/he shall have specific experience as a system analyst in at least three Enterprise level applications. S/he should have experience of managing projects with similar tools and technologies proposed in this project.

**Responsibilities:** systems analysts consult with management and help develop software to fit actual needs. **Application systems analyst** must provide accurate, quality analyses of new program **applications**, as well as conduct testing, locate potential problems, and solve them in an efficient manner.

## 3. Senior Software Developers/Programmers

Senior Software Developers shall have a master's degree in computer engineering, Information Technology or Computer Science degree in IT or equivalent and working experience of minimum 5 years in the field of software development. S/he shall have at least 3 prior project experience as a software programmer on enterprise level applications with technologies like Python/Django, Postgres and AngularJS/React JS, Geoserver, caching and queuing technologies.

**Responsibilities:** Senior Software Developers/Programmers Develop & Design software solutions by studying information needs, conferring with users; studying systems flow, data usage, and work processes; investigating problem areas; following the software development lifecycle.

## 4. Software Developers/Programmers

Software Developers shall have a bachelor's degree in computer engineering, Information Technology or Computer Science degree or equivalent, working experience of minimum 2 years in the field of software development. S/he shall have at least 2 prior project experience on enterprise level applications with technologies on Python/Django, Postgres and AngularJS/React JS, Geoserver.

**Responsibilities:** Software developers should work on individual modules to deliver work on time.

## 5. Database Administrator

A bachelor's degree in computer engineering, science, or information technology along with certification of Database Administration (DBA) having more than 5 years of working experience of database management, preferable master's degree in IT or equivalent. S/he shall have specific experience as a Database Expert in three enterprise level applications. S/he should have at least one prior project experience on PostGIS/Postgresql.

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**Responsibilities:** As a DBA with experience in performance monitoring and database tuning, SQL optimization, database clustering, role and security management, database design and DC/DR replication for database backup.

## 6. QA Engineers

The QA engineer shall be with bachelor's in computer science, IT engineering or equivalent with 2 years of working experience in the field of QA. S/he shall have specific experience in design and assist in implementation of QA standards for at least three enterprise level applications.

**Responsibilities:** Reviewing quality specifications and technical design documents to provide timely and meaningful feedback. Creating detailed, comprehensive, and well-structured test plans and test cases. Estimating, prioritizing, planning, and coordinating quality testing activities.

## 7. Graphical User Interface (GUI) Designer

The GUI designers shall be with bachelor's in computer, IT engineering or equivalent with professional skill, of having 3 years of working experience in the field of web application design and development. S/He shall have the sound knowledge of designing tools and should have sound knowledge of front-end development. S/he should have worked in responsive UI designs using Reactjs/Angularjs. S/he should have at least 2 years of experience in javascript visualization libraries like d3.js, highchart, chart.js, plot.ly.

**Responsibilities:** Gathering and evaluating user requirements, in collaboration with Team leader and Senior software Engineers. Illustrating design ideas using information radiators such as storyboards, process flows and sitemaps. Designing graphic user interface elements, like menus, tabs, and widgets

## 8. GIS Data Analyst

A bachelor in Geomatics engineering, Computer Engineering, Information Technology or equivalent, with professional skill of GIS, having 5 years of working experience in the field of GIS implementation. S/he should have at least one prior project experience in QGIS, ArcGIS, or Geoserver.

**Responsibilities: GIS (Geographic Information Systems) Analysts** work at the intersection of data analysis, programming, and cartography. Their primary **duties** include analyzing spatial data through mapping software and designing digital maps with geographic data and various other data sets.

## 9. Application Security

Application security expert will need to have bachelor's degree in IT with at least 3 years of experience in systems security, vulnerability management and penetration testing (VAPT) with hands on practical experience in security and applications. Expert will be responsible to check web application security prospective view. Security expert will do drill down the security loopholes and verify the application security.

  
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**Responsibility:** Drill down the existing / Newly developed application security and ensure application will be secure from external threats from all security perspective view.

#### **10. Data Analysis and Cleaning Officer**

Data Analysis and Cleaning Officer should have at least bachelor's degree in Business or Information Technology with good understanding of Technology and Financial Concept. Degree on Bachelors in Information Management will be preferred. S/he should have at least 3 years of work experience. S/he should have very good excel knowledge and fair database skills. Identify, assess, fix, document, and communicate potential quality issues in the way data is collected, stored, processed, or used. This may involve interacting with business users to resolve data quality problems using techniques such as root cause analysis as well as collecting user requirements. Fixing the data problem may require recommending, design, implement and monitor quality procedures for use in the data production, storage and sharing process. It may also include data cleansing operations like removing duplicate record.

Review quality of data entry, loads, transformations, extractions, merges, or other production jobs. This may also include the establishment and monitoring of service level agreements, communication protocols with data suppliers, and data quality assurance policies.

**Responsibilities:** Data Analysis and Cleaning Officer is responsible for aggregation, cleaning and matching the data available in various systems and files and make it ready to put into the portal.

#### **11. Documentation and Data Collection Officer**

Documentation and Data Collection Officer should have Bachelor's degree on Computer Science or Information Management with at least 3 years of working experience. S/he will be responsible to keep the record of all the collected information and data. He/she is required to transform the documents or data into machine readable forms.

**Responsibility:** Scientific documentation of reconstruction resources (documents, audio-visuals, reconstruction data, etc.). Responsible for data collection from various offices/agencies involved in reconstruction. Provide timely and easy access of resources to the relevant experts. Work under supervision of team leader with coordination with the NRA.

#### **J. Selection of The Consultant:**

A Consultant will be selected in accordance with The World Bank's Procurement Regulations for IPF Borrowers: Procurement in Investment Project Financing Goods, Works, Non-Consulting and Consulting Services, July 2016(Revised November 2017, Section VII Approved Selection Methods Consulting Services/ "Para 7.11 &7.12": Consultant's Qualification-based Selection (CQS).



## K. Inputs of The Client

1. The consulting firm, however, will be responsible for all travel, local transport to field and accommodation throughout the period of the contract.
2. The MIS firm will be responsible for all costs related to its assigned staff, including his/her salary, allowance, field accommodation, travel, transport, and logistical support.
3. NRA will ensure timely review of the stages of the consultancy to ensure that the project falls within the scheduled and agreed timelines.
4. NRA will also provide available relevant data and documents to the Consulting firm.

## L. Taxation

The consulting firm shall be fully responsible for all taxes imposed by Government of Nepal. The firm should have registered in the Value Added Tax (VAT). The firm will be responsible for insurances and costs of the premium of insurances it takes up.

## M. Contract Agreement

The consulting firm shall be required to enter into an agreement with the NRA/PMU on Time Based contract.



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