



**Asia’s Linear Infrastructure safeGuarding Nature (ALIGN) Project
Terms of Reference (ToR)
for
Review of Legal Policy Framework and Capacity Assessment Related to
Natural Resource Safeguards in Linear Infrastructure**

1. Background

The USAID-funded ALIGN project aims to expand the adoption and implementation of high-quality natural resource (NR) safeguards to protect biodiversity and livelihoods in response to Asia’s rapid expansion of linear infrastructure, especially roads, railways, and power lines.

The goal of the ALIGN Project is to enhance the development and implementation of effective, high-quality linear infrastructure safeguards that protect people and nature from harm. This goal has been supplemented by the following three objectives:

a: Policies and Practices

Strengthen natural resource safeguards for linear infrastructure implementation practices and related laws, policies, regulations, frameworks, and standards of government agencies, national and international financial institutions, and the private sector by aligning them with international best practices.

b: Partnership and Engagement

Enhance partnerships with government agencies in Asia and the United States, donors, investors, private companies, civil society organizations, academia, and workforce training institutions. Together with partners, promote and support investment in and implementation of safeguards for linear infrastructure that contribute to improvements in biophysical conditions and adaptive capacity.

c: Capacity Development

Increase the capacity of government agencies, national and international financial institutions, private companies, and civil society organizations to contribute to better management of natural resources by implementing high-quality natural resource safeguards for linear infrastructure and promoting and applying sustainable infrastructure development options.

2. Overall Scope of the Assessment

There are several existing legal frameworks (policies, acts, regulations, guidelines, and directives related to natural resource safeguards and infrastructure development developed by various ministries of the Government of Nepal (GoN) including the Ministry of Forest and Environment (MOFE), Ministry of Physical Infrastructure and Transport (MOPIT), Ministry of Energy, Water Resource and Irrigation (MOEWRI). Various agencies of three tiers of government are also in the process of formulating new regulatory instruments related to natural resource safeguards. Likewise, international financing institutions (ADB, World bank, AIIB, etc.) and national development banks, who are funding infrastructure development, have their own safeguard policies and standards to be complied by the project proponents. Review and analysis of these safeguard related policies and frameworks (illustrative list given in Annex1), including the extent of their implementation, will be the overall scope of this assessment.

Likewise, the capacity of various stakeholders, such as government agencies at three levels, N/IFIs, consulting firms, contracting firms, and academic institutions, and CSOs (illustrative list given in Annex 2), for the implementation of NR safeguards will be mapped and assessed. This part of the assignment will also include the identification of various institutions/centers (illustrative list is given in Annex 3), which provide relevant capacity-building courses/programs on NR safeguards, including appropriateness of their courses, training modules, and existing human resource.

3. Rationale of the Assessment

The project aims to support the development and implementation of effective high-quality NR safeguards throughout Asia with a particular emphasis on three focal countries— India, Mongolia, Nepal. In Nepal, existing and planned linear infrastructure projects cross through protected areas, wildlife corridors, and forests and are impacting globally significant populations of tigers, elephants, greater-one horned rhinos, and snow leopards. These ecologically sensitive areas are also home to indigenous communities and other marginalized groups with strong economic, cultural, and religious ties to their natural resources.

The Linear Infrastructure Safeguards in Asia (LISA) Project report (2021) has highlighted that without proper safeguards, the ongoing and anticipated expansion of linear infrastructure (LI) in Asia including Nepal will further fragment vital habitats, impact biodiversity, increase wildlife mortality, reduce carbon sinks, and raise emissions. Likewise, existing natural resource safeguards-related policies and legal frameworks in Nepal are not adequate to address the emerging issues due to the rapid development of infrastructure projects though there has been a gradual improvement in the preparation of environmental safeguards planning documents. The Annual Environmental Compliance Monitoring Report of the Nepal Portfolio (ADB, 2020) has shown that the implementation, monitoring, and reporting of safeguard measures and the capacity of planning and implementation agencies are weak. Nevertheless, the GoN is working to address these issues by developing appropriate natural resource safeguard policies and legislation. For example, GoN has recently approved wildlife-friendly infrastructure construction (WFIC) directives, 2022.

One of the main activities of the ALIGN project is to deepen the analyses undertaken in the LISA project to strengthen natural resource safeguards for linear infrastructure-related laws, policies, regulations, frameworks, and standards of government agencies, national and international financial institutions, and the private sector by aligning them with international best practices. The findings of the assessment will support government agencies (related to biodiversity conservation, road, railways, and transmission lines) and other key stakeholders (ADB, World Bank, consulting and contractor’s association and their members, civil society organizations, etc.) to strengthen their existing policies and institutional capacity for NRS in LI.

WWF Nepal office plans to review and analyse sectoral and cross-sectoral legal instruments and wildlife-friendly policies identified by the LISA project and expand the review to include other natural resources and climate-resilient safeguards for all three tiers of government, including the status of their implementation. Similarly, the assessment will be conducted to find existing capacities and gaps in concerned key government agencies, N/IFIs, consulting firms, contracting firms and academic institutions, and CSOs for improvement in the implementation and enforcement of NRS for LI. This will include the identification of various institutions/centers, which provide relevant capacity-building courses/programs on NRS.

This term of reference (ToR) has been prepared to provide guidance on the process for carrying out the above-mentioned assignment.

4. Objectives and Key Questions

The overall objective of this assignment is to develop a detailed assessment report on sectoral and cross-sectoral legal regulatory frameworks for all three tiers of government and other stakeholders (N/IFIs, private sector including consulting and contracting firms) related to NRS in LI, their implementation status, capacity assessment of key stakeholders, and recommend action plans based on the findings.

Other specific objectives are:

- i. Assessments of policy framework and practices and relating it to international standards and practices.**
 - Conduct review and analysis of existing legal frameworks (policies, acts, regulations, guidelines, directives) on NRS in LI development from the perspective of international standards and practices in all three tiers of government (federal, provincial and local, and other key stakeholders).
 - Carry out an in-depth assessment of the identified legal frameworks in terms of (a) relevancy as well as (b) gaps with various stages of LI project cycle (selection, funding, planning, designing, permitting, construction and post-construction).
 - Assess the implementation status of the identified legal framework including gaps and challenges in the integration of natural resource safeguards.
 - Identify perception and understanding of main policy actors at the federal, provincial, and local government levels about NRS in LI.
 - Map the interrelation of NRS legal frameworks among federal, provincial, and local governments related to linear infrastructure development and recommend ways for harmonization.
 - Recommend possible ways and mechanisms to address the gaps in legal frameworks and challenges for their implementation.
- ii. Mapping of international standards and practices and comparing with International best practices.**
 - Compile a master list of high-quality, internationally accepted NR safeguard best practices for LI and use it to benchmark Nepal's legal frameworks.
 - Provide recommendations to strengthen the legal framework for mainstreaming international safeguard standards in linear infrastructure development.
- iii. Assessment of capacity gaps**
 - Assess existing capacities, including LI engineering capacity, and gaps in concerned key government agencies and other stakeholders for improvement in implementation and enforcement of NRS for LI
 - Identify institutions/training centers (governmental and private sector) that provide capacity-building programs, and training courses on NR safeguards, including analysis of their packages and human resources.
 - Recommend possible mechanisms for the project to collaborate with these institutions.
- iv. Assessment of legal frameworks from GESI perspective**
 - Assess/analyse legal frameworks from GESI perspective based on the Gender Analysis and Action Plan prepared by the project and recommend ways to address the gaps.
 - Recommend possible measures to make GESI inclusive legal frameworks.

The key questions related to these objectives are:

- What are the prominent issues related to the application of natural resource safeguard measures in linear infrastructure development in Nepal?
- What are the key existing legal frameworks (policies, acts, regulations, guidelines, directives) on NRS in LI development, and what is the status of their implementation? How do they compare with international standards and practices?
- What are the challenges and gaps of the existing legal framework to address natural resource safeguard in infrastructure development, from the perspective of different stages of the project cycle as well as a separate group of stakeholders?
- What are the relevant international safeguard standards and best practices to be recommended to strengthen the policy gaps? What are the possible approaches to policy improvement?
- What are the gaps identified in terms of GESI in the legal frameworks? What could be possible measures to make them GESI responsive?
- What are the key capacity gaps of various key stakeholders for the implementation of NR safeguards in LI development? What are the possible ways to address those gaps?
- Which institutions/training centers provide capacity-building programs on NRS? How relevant are they to LI development? Is the existing human resource adequate and appropriately skilled?
- What are the possible mechanisms for the project to collaborate with these institutions/training centers?

Note: The technical proposal should include separate sets of key questions tailored for each individual group of respondents (See Annex – 2). Articulation and appropriateness of key questions would be one of the key criteria for the evaluation of the technical proposal.

5. Methodology and Scope of Work

ALIGN project will engage a service provider (consulting firm) to carry out this assignment. The key methodologies and overall scope of work for this assignment are:

- a. Desk and literature review.
- b. Submission and presentation of inception report with detailed methodologies and set of identified tools and instruments.
- c. Expert interviews and online or in-person, consultation workshops in groups with key stakeholders including staff members, representatives of all three tiers of government, I/NFI (ADB, World Bank Group, Nepal Bankers Association, Nepal Rastra Bank), Private sector (consulting and contractor's association and their members) and civil society organizations.
- d. Field visit in Bagmati, Gandaki, Lumbini, and Sudur Paschim Provinces and nearby one rural municipality and one municipality/sub-metropolitan city in each province for interviews and organizing consultation workshops with the above-mentioned stakeholders.
- e. Conducting consultation workshops with the following considerations:
 - Allowing ample advance notice before consultation workshops to ensure maximum participation
 - Disseminating relevant background material in an appropriate format (including language, electronic/paper, etc.) in advance and or as a scene setting for the workshop

- Participants are clear on what type of feedback the consultant is seeking.
- Ensuring representation of policymakers and implementers, men and women
- Ensuring all voices are heard and opinions are documented, noting that in some situations participants may request to stay anonymous
- Verifying consistency and acceptance of conclusions
- Proper documentation of the event to meet the objective of the workshop, including supporting materials, photographs, etc.

Note: The technical proposal should include a tentative plan, timeline, and design for the consultation workshops in Kathmandu and at the provincial level. The overall design of the workshop, with elaboration on background materials (second bullet above) that cater to the need of each individual group of respondents (See Annex – 2) are critical information in the technical proposal. Appropriate design of the workshops, relevancy of the background materials, and mode of delivery would be key criteria for the evaluation of the technical proposal. The workshops should be led by the technical experts of the concerned topic such that they can lead the workshop sessions and facilitate the queries and drive meaningful discussions.

- Submission of draft report with adequate analysis, precise articulation of findings, and recommendations based on those findings.
- Conducting interaction workshop to share the draft report and findings of the assessment.
Submission of final detailed assessment report incorporating comments and feedback received from key stakeholders and workshop participants.

6. Deliverables and Timeframe

Key deliverables and due dates are:

SN	Key deliverables	Due date
1	Inception report with detailed methodologies and tools for the study, along with: (i) proposed list of legal instruments (policies/ acts/ rules/ guidelines/ manuals/ directives) (ii) proposed list of experts and organizations earmarked for interviews and consultation workshops (iii) proposed list of agencies earmarked for capacity development (iv) proposed list of institutions providing capacity development programs (iv) overall timeline for the accomplishment of tasks (a to h) listed above	Two weeks after signing the contract
2	Draft assessment report shared, and presented in the interaction workshop	Eight weeks after signing the contract
3	Final detailed assessment report submission.	Twelve weeks after signing the contract

The consultancy firm will provide hard copies and electronic versions of written deliverables. The consultant will be responsible for communication and coordination with all concerned stakeholders and the conduct of consultation and sharing meetings.

7. LOCATION

All consultation workshops with federal/national organizations will be held in Kathmandu. Field visits for consultation workshops with sub-national agencies will be conducted as follows:

1. Bagamati Province, Hetauda, and nearby one rural municipality and one municipality/sub-metropolitan city
2. Lumbini Province, Butwal, and nearby one rural municipality and one municipality/sub-metropolitan city
3. Gandaki Province, Pokhara, and nearby one rural municipality and one municipality/sub-metropolitan city
4. Sudur Paschim Province, Dhangadhi, and nearby one rural municipality and one municipality/sub-metropolitan city.

8. Team Composition, Qualifications, Competency, Inputs, and Key tasks

A consultancy firm will be identified to carry out this assignment with the following team composition:

SN	Expert	Qualification	Experience	Input (appx. days)	Key tasks
1	Team Leader/Safeguard Expert	Master's degree in natural resource/ environmental science/sociology or related field	At least 10 years of experience of working in safeguard policy and practice as well as capacity development at national level Possess in-depth understanding and knowledge of the safeguard issues and coordinating multi-disciplinary team	63	<ul style="list-style-type: none"> • Overall lead to guide, coordinate, and supervise consultant team • Lead the technical analysis, consultations and report writing process. • Responsible for the quality and schedule of delivery
2	Finance Expert	Master's degree in business management or related field	At least 10 years' experience working in the finance sector, particularly in infrastructure investment	20	Assist the team in conducting investment and market risk analysis in relation to safeguard policies and capacity development of banking and private sector
3	Legal Expert	Bachelor's Degree in Law	At least 5 years' experience working for national legal environment safeguard frameworks	15	Assist the team in conducting assessment of the legal policy framework and institutional capacity
4	Infrastructure Development Expert	Master's Degree in Engineering (Civil) or a related field	At least 5 years' experience working for safeguards in	15	Assist the team in conducting an assessment of legal policy framework capacity development in

SN	Expert	Qualification	Experience	Input (appx. days)	Key tasks
			infrastructure development		relation to infrastructure development
5	GESI Expert	Master's Degree in gender studies/sociology or related field	At least 10 years' experience in addressing issues of GESI	15	Assist the team in conducting an assessment of the legal policy framework from GESI perspective
6	Capacity Development Expert	Master's Degree in natural resource management or related field	At least 10 years' experience in capacity needs assessment and capacity development	20	Assist to conduct a training needs assessment and gaps analysis to undertake institutional and human resource capacity development

Note: input days mentioned in the table above are tentative. They can be modified in the financial proposal as deemed necessary. However, the overall timeframe for the assignment should remain within twelve weeks after the signing of the contract.

Apart from the above qualifications and experience, these consultants should have the following skills and competencies:

- Strong interpersonal skills in interacting with high-profile decision-makers and stakeholders
- Excellent facilitation skills
- Excellent English writing and analytical skills

The timeframe: Total 63 days (nine weeks) are allocated for this consultancy work.

- Desk review (6 days)
- Inception report preparation and presentation (4 days)
- Expert views collection (6 days)
- Field visits and consultation workshops (22 days)
- Drafting policy and capacity assessment report (15 days)
- Draft report submission and presentation in interaction workshop (5 days)
- Finalization of policy and capacity assessment report (5 days)

9. BRANDING AND MARKING

ALIGN Project Branding Strategy and Marking Plan will be ensured in all promotional materials like event banners used during the process. All the publications and reports of the events will follow the branding guideline.

10. SUPERVISION AND COORDINATION

The contracting firm will work closely with the Sustainable Infrastructure Specialist of WWF Nepal who will also act as the focal person for coordinating with concerned Project Management Team (PMT) members of ALIGN project and key stakeholders for collecting and disseminating feedback and suggestions.

11. PROPOSAL SUBMISSION REQUIREMENT

WWF is inviting qualified firms and consultants to submit a hard copy of a technical proposal in a sealed envelope, along with a cover letter. A hard copy of the financial proposal should be submitted in a separately sealed envelope.

A. Technical Proposal:

- Present proposed contents, methodology, approaches, and overall workplan
- A clear demonstration of capabilities and expertise in carrying out the requirements
- In addition, the following document/information should be provided along with the proposal:

1	Organization registration certificate with the latest renewal if applicable
2	VAT registration certificate
3	Latest tax clearance certificate
4	Latest Audit Report
5	Signed Curriculum Vitae of all team members involved
6	Role and relevant years of experience of each team member for this assignment (in addition to CV). All experience must be counted from the date of completion of the degree with which the experts have applied.
7	Organizational profile focusing on relevant work experience

B. Financial Proposal:

- A clear and detailed layout of cost is required to perform this assignment with itemized budgets and explanatory notes. Please refer to **Annex 4** for preparing the financial proposal.
- The payment is subject to a tax deduction as per prevailing government rules.

Both envelopes should indicate the consultancy applied for, and be submitted together to the following address:

WWF Nepal, ALIGN Project

PO Box: 7660 Baluwatar, Kathmandu, Nepal

12. DEADLINE FOR SUBMISSION

Both proposals must be submitted by **5:00 pm on DD/MM/YY**.

Interested consultancy firms/institutions should ensure that proposals are delivered timely and to the correct address as indicated above. In case of late submission, the submitted proposal will not be considered for evaluation.

13. PAYMENT

The payment will be made based on the existing norms of WWF Nepal.

Annex - 1: Illustrated list of documents for review and assessment

Institution	Name and type of document
Government Agency, Nepal	
Policies	
Ministry of Forest & Environment (MoFE)	National Forest Policy, 2019
MoFE	National Environmental Policy, 2019
MoFE	National Wetlands Policy, 2012
MoFE	National Climate Change Policy, 2019
Ministry of Physical Infrastructure and Transport (MoPIT)	National Transport Policy, 2001
Ministry of Energy, Water Resource, and Irrigation (MoEWRI)	National Water Resource Policy, 2020
MoEWRI	Hydropower Development Policy, 2001
MoFE	The Forestry Sector Strategy (FSS) 2016-2025
Legislations	
MoFE	Environmental Protection Act, 2019
MoFE	Forest Act, 2019
MoFE	National Park and Wildlife Conservation Act, 1973
MoFE	Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITIES) Act, 2016
MoFE	Forest Rules, 2022
MoFE	Environmental Protection Rules, 2020
MoFE	Conservation Area Management Rules, 1996
MoFE	Khaptad National Park Rules, 1987
MoFE	Himali National Park Rules, 1979
MoPIT	Public Road Act, 1974
MoPIT	Railway Act, 2021
MoEWRI	Water Resources Act, 1992
MoEWRI	Electricity Act, 1992
MoEWRI	Nepal Electricity Authority Act, 1984
MoEWRI	Water Resources Rules, 1993
MoEWRI	Electricity Rules, 1993
Guidelines and Directives	
MoFE	Conservation Area Management Guideline, 2000
MoFE	Buffer Zone Management Guideline, 1999
MoFE	Forestry Sector EIA Guidelines, 1995
MoFE	National EIA Guidelines, 1993
MoFE	Criteria for Developmental Activities in Chure Regions, 2015
MoFE	Wildlife Friendly Infrastructure Construction Directives, 2022
MoFE	Guideline for Physical Infrastructure Development and Operation in Protected Areas, 2008
MoFE	MoU with Agriculture and Forestry University to support the Research, Education, Training and Extension related Programs
MoFE	Forestry Sector EIA Guidelines, 1995
MoFE	Biodiversity Conventions, 1992

Institution	Name and type of document
MoFE	Convention on International Trade in Endangered Species of Wild Fauna and Flora, 1973
MoFE	Ramsar Convention for Wetlands Conservation, 1971
MoEWRI	Hydropower and transmission line working procedures for IEE and EIA, 2016
MoEWRI	Hydropower Environmental Impact Assessment Manual (MoFE), 2018
MoEWRI	EIA Guidelines for Water Resource Sector, 1994
MoEWRI	SAARC Framework Agreement for Energy Cooperation (Electricity), 2014
MoPIT	Environmental Assessment in the Road Sector of Nepal, 2016
MoPIT	Environmental Management Guidelines (Road), 1999
MOPIT, Department of Roads, Geo Environment and Social Unit	Guidelines for Construction of Eco-friendly Linear Infrastructures (Draft), 2017
MOPIT	Nepal Road Safety Action Plan (2021–2030) Draft, 2021
MOPIT, Department of Roads	Environmental & Social Management Framework, 2007 (with amendment in 2013)
National/International Financial Institutions	
Nepal Rastra Bank	Guideline on Environmental and Social Risk Management, 2022
African Development Bank (AfDB)	Environmental and Social Assessment Procedures for AfDB Public Sector Operations - June 2001
Asian Infrastructure Investment Bank (AIIB)	Environmental and Social Framework, 2016 (amended 2021)
Asian Development Bank (ADB)	Safeguard Policy Statement, 2009
Asian Development Bank	Green Infrastructure design for Transport Projects A RoadMap to Protecting Asia's Wildlife Biodiversity, 2019
Asian Development Bank	Environment Safeguards: A Good Practice Source Book Draft Working Document, 2012
European Bank for Reconstruction and Development (EBRD)	Environmental and Social Policy, 2014
European Investment Bank (EIB)	Statement of Environmental and Social Principles and Standards (2009), and Environmental and Social Handbook, 2013
Inter-American Development Bank (IDB)	IDB Environment and Safeguards Compliance Policy (2006)
International Finance Corporation (IFC) and Multilateral Investment Guarantee Agency (MIGA)	IFC Performance Standards on Environmental and Social Sustainability, 2012, Environmental, Health and Safety (EHS) Guidelines
World Bank (International Bank for Reconstruction and Development - IBRD/International development Association-IDA)	The Environmental and Social Framework (ESF)/Environmental and Social Standard (ESS), 2018, Environmental, Health and Safety (EHS) Guidelines

Institution	Name and type of document
World Bank Group	Reducing Environmental Risks from Belt and Road Initiative Investments from Belt and Road Initiative Investments in Transportation Infrastructure Policy Research Working Paper 8718, Duke University, 2019
Others (UNDP/GEF/WII)	
Global Environment Facility (GEF)	The Environmental and Social Framework (ESF), 2018
Global Environment Facility	Policy on Environmental and Social Safeguards, 2019
National Board for Wildlife (NBWL), India	Guidelines for linear infrastructure intrusions in natural areas: roads and powerlines (First Draft), 2011
Wildlife Institute of India, Dehradun and Canadian Environmental Collaborative Ltd., Toronto.	Roads, Sensitive Habitats and Wildlife: Environmental Guideline for India and South Asia, 2001.
Wildlife Institute of India	Eco-friendly Measures to Mitigate Impacts of Linear Infrastructure on Wildlife, 2016
Nicholas Institute for Environmental Policy Solutions, Duke University	Building a Common Approach: Global Infrastructure Standards, 2022
United Nations Environment Program	International Good Practice Principles for Sustainable Infrastructure, 2022
Republic of Colombia, Ministry of Environment and Sustainable Development (MADS)	National Policy for the Integral Management of Biodiversity and Its Ecosystemic Services (PNGIBSE), 2011
Civil Society Organizations	
WWF	WWF Environmental and Social Safeguards Framework (Overview document), 2019
WWF	Building a Better Tomorrow: A Strategic Framework for WWF Action on Sustainable Infrastructure, 2021
ICIMOD	ICIMOD's Environmental and Social Safeguards Policy (ESSP), 2020
IUCN	IUCN Environmental and Social Management System (ESMS) – Manual, 2016
IUCN	IUCN Standard on Biodiversity Conservation and Sustainable Use of Natural Resources, 2016
ALIGN Project	Gender Analysis and Action Plan (GAAP) 2022
Other USAID I related documents	ADS Chapter 204 Environmental Procedures, 2006 (partial revision 2020)

Note: This an indicative list. Consultants are encouraged to add relevant documents in the technical proposal.

Annex – 2: Illustrative list of organizations/experts for consultation workshops/interviews

1. Government Agencies (National)
 - Ministry of Forest and Environment (MoFE)
 - Ministry of Physical Infrastructure and Transport (MoPIT)
 - Ministry of Energy, Water Resources and Irrigation (MoEWRI)
 - Ministry of Federal Affairs and General Administration (MoFAGA)
 - National Planning Commission (NPC)
2. Government Agencies (Provincial)
 - Provincial Ministries of Industry, Tourism, Forest, and Environment
 - Provincial Ministries of Physical Infrastructure Development
 - Provincial Ministries of Energy and Water Resources and Irrigation
 - Provincial level planning commissions
3. Private Sector
 - Society of Consulting Architectural and Engineering Firms (SCAEF), Nepal and selected consulting firms
 - Federation of Contractor’s Association in Nepal (FCAN) and selected contracting firms
 - Nepal Environmental Society
4. Finance Sector
 - Nepal Banker’s Association (NBA) and
 - Nepal Infrastructure Bank (NIFRA)
 - Nepal Rastra Bank and selected commercial banks
 - Asian Development Bank
 - World Bank
 - Asian Infrastructure Investment Bank
5. Civil Society Organization
 - a. Biodiversity Conservation
 - Bird Conservation Nepal (BCN)
 - Zoological Society of London (ZSL)
 - IUCN
 - b. Engineering and Environment
 - Nepal Engineer’s Association
 - Nepal Environmental Society
 - Nepal Foresters Association
 - Institute of Engineering
 - Institute of Forestry
 - c. Law and Policy
 - Nepal Law Society
 - d. Other CSOs/NGOs involved in natural resource management, academic institutions, Indigenous people’s organizations, women's rights organizations, and related international initiatives in Nepal.

Note: This is an indicative list. Consultants are encouraged to add relevant organizations in the technical proposal.

Annex – 3: Illustrative list of organizations providing capacity development services

1. Nepal Administrative Staff College, Capacity Development Resource Center
2. Mechanical Training Center, DOR
3. Forest Research and Training Center, MOFE
4. Water Resource Research and Development Centre, MOEWRI
5. Local Development Training Academy
6. Institute of Engineering
7. Institute of Forestry
8. Kathmandu University
9. School of Environmental Management and Sustainable Development (SchEMS),
10. Kathmandu Forestry College

Note: This an indicative list. Consultants are encouraged to add relevant organizations in the technical proposal.

Annex-4: Financial Details:

The Consultant should submit a financial proposal that includes a detailed breakdown of the budget. The payment is subject to a tax deduction as per prevailing government rules. Please use the following budget template and may revise the description as per the applicability.

Estimated budget template (can be changed as appropriate)

SN	Description	Academic Degree	Relevant Experience after Receiving Degree (in Years)	Unit	Quantity	Rate (NRs)	Amount (NRs)
1	Fee (A)						
1.1	Team Leader			Days			
1.2	Expert Member			Days			
1.3	Expert Member			Days			
1.4	Expert Member			Days			
1.5	Expert Member			Days			
1.6	Expert Member			Days			
	VAT @13% on Fees						
2	Other Expenses (B)						
2.1	Communication cost						
2.2	Office space						
2.3	Field expenses						
2.3.1	Vehicle hire						
2.3.2	Food and accommodation cost						
2.4	Consultation Workshop						
2.5	Printing						
2.6	Local transportation						
	VAT @13% on other expenses						
	Total amount (A+B)						
	Total amounts in words						