



NEPAL ELECTRICITY AUTHORITY

Medium Voltage Grid Development Department, Transmission Directorate

Urban Transmission and Distribution System Improvement Project
JICA Loan No. NE-P13:

Package-1: Design Build Plant and Works for Construction of Birauta 132/11kV Substation and Associated Transmission and Distribution Lines in Pokhara
(Bid Identification No.: ICB/NEA/UTDSIP/82/83-01)

Record of Pre-Bid Meeting & Site Visit

The bid for the procurement of Design-Build Plant and Works for Construction of Birauta 132/11kV Substation and Associated Transmission and Distribution Lines in Pokhara was announced by Nepal Electricity Authority (the Employer) on 19 October 2025. In accordance with BDS Clause 7.4 of the Bidding Document, a pre-bid meeting was held at the conference room of Gandaki Provincial Office, Nepal Electricity Authority, Pardi, Pokhara, Nepal, at 10:00 AM on 11 November 2025, followed by a site visit.

Attendance of NEA representatives and prospective bidders (12 firms) is listed in Appendix-1.

1. Pre-Bid Meeting

The meeting commenced with opening remarks by Mr. Kailash Pantha (Project Manager, Grid Development Department, NEA).

The session was chaired by Mr. Kedar Raj Silwal, who introduced attendees from NEA and the Consultants and proceeded according to the Agenda and Schedule for the Pre-Bid Meeting and Site Visit (Appendix-2).

During the meeting, Mr. Masahiro Iwabuchi (Team Leader, Consultant Team, Nippon Koei Co., Ltd., Japan) presented the document titled “Supplemental Information for Understanding of Bidding Document” (Appendix-3), which was distributed to all attending firms. The presentation covered the following topics:

- (1) Lump Sum Contract and Price Adjustments
- (2) Explanation of Sections
- (3) Purchase of Bidding Document
- (4) Specialized Subcontractors
- (5) Conflict of Interest
- (6) Clarifications to the Bidding Document
- (7) Bid Submission with Soft-copy



The meeting concluded with closing remarks by Mr. Kedar Raj Silwal.

2. Site Visit

Immediately after the meeting, all attendees proceeded from the NEA office to the Birauta Substation for the site visit.

The briefing on the scope of works was conducted at the following locations:

- (1) Birauta Substation
- (2) Proposed 132 kV underground transmission line routes
- (3) Proposed construction area of the branch tower

The NEA Project Manager and the Consultant explained the outline of the scope of works at each site.

The site visit concluded at the branch tower construction site at 1:30 PM on 11 November 2025.

end



Attendance List of NEA Representatives

The Employer (NEA)

1. Mr. Kedar Raj Silwal, Project Director,
Director, Medium Voltage Grid Development Department.
2. Mr. Amit Gopal Vaidya, Deputy Manager
Project Manager, Kathmandu Package
3. Mr. Kailash Pantha, Assistant manager
Project Manager, Pokhara Package
4. Mr. Gokarna Adhikari, Accountant

The Engineer (Nippon Koei in association with TMS)

1. Mr. Masahiro Iwabuchi, Team Leader of the Consultant
2. Mr. Chandanananda Raj Vaidya, Co-Team Leader of the Consultant
3. Mr. Sandip Shrestha, Substation Engineer of the Consultant.

JICA Nepal Office (Observer participation)

1. Mr. Shonosuke Adachi, Representative

- end -



Appendix-2



NEPAL ELECTRICITY AUTHORITY

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Agenda and Schedule for Pre-Bid Meeting and Site Visit

Date : 11 November 2025

**** Pre-Bid Meeting ****

- 09:00 hrs Registration
- 10:00 hrs Commencement of Pre-Bid Meeting
- 10:00 hrs Opening Remarks - Mr. Kailash Pantha, Project Manager
Introduction of NEA and Consultants
- 10:20 hrs Project Overview Presentation by NEA and Consultants
- 11:00 hrs Submission of Clarifications/Questions from Bidders
- 11:20 hrs Closing Remarks - Mr. Kedar Raj Silwal, Project Director
Departure to Birauta Substation for Site Visits

**** Site Visit ****

- 12:00 hrs Briefing at Birauta Substation Construction Site
- 12:40 hrs Visit to the Planned 132kV Underground Transmission Line Route and Branch Tower Construction Site
- 13:00 hrs End of Site Visit at the Branch Tower Construction Site

end



Supplemental Information for Understanding of Bidding Document

1. Lump Sum Contract and Price Adjustments

The contract is a Design-Build and Lump-Sum contract. However, please note that certain quantities of transmission and distribution lines will be adjusted after the design phase in accordance with the Bidding Document/Contract Document. Additionally, payments will be subject to adjustment based on the Price Adjustment mechanism.

2. Explanation of Sections

The scope of work is divided into three sections: Substation, Transmission, and Distribution. Contract administration, including issuance of Taking-Over Certificates and related payments, will be managed on a per-section basis.

The Performance Guarantee, Advance Payment Guarantee, etc...may be issued for each Section individually, and those bank guarantees must be issued by 1st-class foreign bank, provided counter guaranteed by A Class local bank in Nepal.

3. Purchase of Bidding Document

The Bidding Document are available for download from the NEA website and can be accessed by anyone. However, in order to participate in the bidding process, submit clarifications, receive responses, and obtain the minutes of the Pre-Bid Meeting, bidders must purchase the Bidding Document and register as official purchasers.

This requirement will be stated in a subsequent Addendum to be issued by the Employer. Therefore, if you plan to submit clarifications or/and a Bid, we strongly recommend purchasing the Bidding Document officially at NEA headquarters in Kathmandu before returning to your home country.

4. Specialized Subcontractors

Under the Qualification Criteria, the experience of subcontractors hired by the bidder is generally not considered as part of the bidder's own experience. However, for certain specialized works, the experience of Specialized Subcontractors may be taken into account.

5. Conflict of Interest

The applicable guideline is the "Procurement Guidelines (April 2012), revised version 1.1 (April 2022)."



A clear explanation of Conflict of Interest is provided in the following document on JICA website:
https://www.jica.go.jp/english/activities/schemes/finance_co/guide/handbooks/201204.html

Refer to Section 1.07: Conflict of Interest.

6. Clarifications to the Bidding Document

As stated in ITB 7 of the Bidding Document, clarifications must be submitted using the designated method. We recommend sending clarifications via email using the designated form (available on the NEA website), under the company name registered at the time of purchasing the Bidding Document. Attaching an editable soft copy would be appreciated.

7. Bid Submission with Soft-copy

7-1 Technical Particulars to be Submitted with Bid

Original data (MS Word) of the Technical Particulars is available on the NEA website and can be downloaded and used by each Bidder.

Bidder is requested to submit an editable soft copy of these technical particulars saved on a USB memory with the Technical Bid.

7-2 Price Schedules to be Submitted with Bid

Original data (Excel sheet) of the Price Schedules is available on the NEA website and can be downloaded and used by each Bidder.

Bidder is requested to submit an editable soft copy of the Prices Schedules saved on a USB memory with the Price Bid.

7-3 Scanned Softcopy (PDF) of Technical Bid / Price Bid

Bidder is requested to submit PDF of scanned soft-copy with each Technical Bid / Price Bid, which are saved into the same USB memory sticks, mentioned above.

end

