

**Annex 4 Terms of service and specification**

**For the supply of Transportation service to the British Council, Nepal**

British Council Nepal is in the need of the vehicle hire service at different parts of the country In this context, we are considering to enter into the framework contract with the suppliers who can provide the services as specified below;

**I. Supplier should be able to provide following categories of vehicle on need during the contract period.**

1. AC Car in good running condition not more than 5-7 years old from date of manufacture;
2. AC jeep (4WD / Non 4WD) not more than 5-7 years old from date of manufacture
3. Hiace 14 Seated not more than 5-7 years old from date of manufacture
4. Bus (Coaster / Sutlej) not more than 5-7 years old from date of manufacture

1. **Supplier should be able to provide vehicle hire service within Kathmandu and outside Kathmandu valley in the following destinations;**

1. **Pick up/Drop off services**

|  |  |  |
| --- | --- | --- |
| **S.N.** | **Pick Up Point** | **Drop Off Point** |
|
|   | **PROVINCE 1** |
| 1 | Bhadrapur Airport | Ilam |
| 2 | Biratnagar Airport | Udayepur Gaighat |
| 3 | Biratnagar  | Ilam  |
| 4 | Illam | Bhadrapur Airport |
| 5 | Biratnagar Airport | Itahari |
| 6 | Itahari  | Biratnagar Airport |
| 7 | Biratnagar  | Terhathum, Myanglung  |
| 8 | Biratnagar  | Bhojpur  |
| 9 | Biratnagar  | Sankhuwasabha Chainpur  |
| 10 | Bhadrapur  | Phidim  |
| 11 | Jhapa (HQ bazaar) | Bhadrapur Airport |
| 12 | Biratnagar  | Dhankuta  |
| 13 | Bhadrapur Airport | Jhapa (HQ bazaar) |
| 14 | Biratnagar Airport | Biratnagar city |
| 15 | Biratnagar city | Biratnagar Airport |
|   |   |   |
|   | **PROVINCE 2** |
| 16 | Simara Airport  | Birgunj |
| 17 | Birgunj | Simara Airport  |
| 18 | Janakpur | Rautahat  |
| 19 | Janakpur | Simara  |
| 20 | Janakpur | Sarlahi  |
| 21 | Janakpur | Ilam  |
| 22 | Janakpur | Udayepur Gaighat  |
| 23 | Simara Airport  | Chapur, Rautahat |
| 24 | Chapur, Rautahat | Hariwaon, Sarlahi |
| 25 | Hariwaon, Sarlahi | Simara Airport  |
| 26 | Hariwaon, Sarlahi | Janakpur |
| 27 | Janakpur | Hariwaon, Sarlahi |
| 28 | Janakpur airport | Janakpur (Janakpur City for hotels) |
| 29 | Janakpur (Janakpur City for hotels) | Janakpur airport |
|   |   |   |
|   | **BAGMATI PROVINCE**  |
| 30 | Bharatpur Airport | Hotel around Bharatpur Chitwan  |
| 31 | Hotel around Bharatpur Chitwan  | Bharatpur Airport |
| 32 | Kathmandu  | Gorkha (Palungtar) |
| 33 | Bharatpur  | Butwal  |
| 34 | Gorkha (Palungtar) | Kathmandu |
| 35 | Kathmandu | Hetauda |
| 36 | Kathmandu  | Taha Municipality (Daman) |
| 37 | Kathmandu  | Dhading Beshi  |
| 38 | Kathmandu  | Chautara, Sindhupalchok |
| 39 | Bharatpur Airport | Dhading Beshi  |
| 40 | Hetauda | Kathmandu |
|   |   |   |
|   | **GANDAKI PROVINCE**  |
| 41 | Pokhara airport  | Lake side, Pokhara |
| 42 | Lake side, Pokhara | Pokhara airport |
| 43 | Lake side, Pokhara | Fulbari/Kaudada |
| 44 | Fulbari/Kaudada | Lake side Pokhara |
| 45 | Fulbari/Kaudada | Pokhara airport  |
| 46 | pokhara Airport  | Fulbari/Kaudada |
| 47 | Mustang/Jomsom Airport | Lete/Mustang (Dhawalagiri Technical School) |
| 48 | Lete/Mustang (Dhawalagiri Technical School) | Mustang/Jomsom Airport |
| 49 | Lete/Mustang (Dhawalagiri Technical School) | Lake side, Pokhara |
| 50 | Pokhara  | Beshisahar  |
| 51 | Lake side, Pokhara | Lete/Mustang (Dhawalagiri Technical School) |
| 52 | Pokhara airport | Lete/Mustang (Dhawalagiri Technical School) |
| 53 | Lete/Mustang (Dhawalagiri Technical School) | Pokhara airport |
| 54 | Pokhara Airport  | Damauli  |
| 55 | Bharatpur Airport | Kawaswoti  |
|   |   |   |
|   | **PROVINCE 5** |
| 56 | Bhairahawa Airport | West Butwal City (Near Gaire Petrol Pump in Mahendra Highway) |
| 57 | West Butwal City (Near Gaire Petrol Pump in Mahendra Highway) | Bhairahawa Airport |
| 58 | Nepalgunj Airport | Nepalgunj ( hotel in Nepalgunj) |
| 59 | Nepalgunj ( hotel in Nepalgunj) | Nepalgunj Airport |
| 60 | Nepalgunj Airport | Tikapur |
| 61 | Tikapur | Nepalgunj Airport |
| 62 | Nepalgunj Airport | Dang Lalmatiya (near Bhalubang) |
| 63 | Dang Lalmatiya (near Bhalubang) | Nepalgunj Airport |
| 64 | Dang Lalmatiya (near Bhalubang) | Bhairahawa Airport |
| 65 | Bhairahawa Airport | Dang Lalmatiya (near Bhalubang) |
| 66 | Bhairahawa Airport  | Tansen Palpa  |
| 67 | Bhairahawa Airport  | Gulmi, Tamghas  |
| 68 | Bhairahawa Airport  | Parasi  |
| 69 | Nepalgunj Airport  | Gulariya Bardiya  |
|   |   |   |
|   | **KARNALI PRADESH** |
| 70 | Jumla Airport  | Chandannath, Jumla |
| 71 | Chandannath, Jumla | Jumla Airport  |
| 72 | Nepalgunj Airport  | Surkhet  |
|   |   |   |
|   | **SUDURPASHCHIM PRADESH** |
| 73 | Dhangadi | Mahendranagar |
| 74 | Mahendranagar | Dhangadi |
| 75 | Dhangadi Airport | Dhangadi Hotels |
| 76 | Dhangadi Hotels | Dhangadi Airport |
| 77 | Dhangadi | Tikapur |
| 78 | Tikapur | Dhangadi |
| 79 | Dhangadi Airport  | Bhansi, Bhimdutta Municipality, Kanchanpur |
| 80 | Bhansi, Bhimdutta Municipality, Kanchanpur | Mahendranagar Airport |
| 81 | Dhangadi Airport  | Bajhang  |
| 82 | Dhangadi Airport  | Dadeldhura  |

1. **Full day/Half day service inside/outside Kathmandu**

|  |  |  |  |
| --- | --- | --- | --- |
| **S.N.** | **Service requirement / Destination within**  | **Estimated KM / Area**  | **Remarks** |
|
|   | **PROVINCE 1** |   |
| 1 | Ilam  | within 115-120 KM  | 109 km from Bhadrapur airport |
| 2 | Solukhumbu  | within 20-25 Km  | 302 km from Biratnagar Airport  |
| 3 | Udayepur  | within 45-50 KM  | 125 km from Biratnagar airport |
| 4 | Dharan | within 40 -45 KM  | 38 km from Biratnagar airport |
| 5 | Dhankuta  | within 115-120 KM  | 90 Km from Biratnagar Airport  |
| 6 | Itahari | within 25 -30 KM  | 22 km from Biratnagar airport |
| 7 | Jhapa (HQ Bazar) | within 50 -55 KM  | 45 km from Bhadrapur airport |
| 8 | Biratnagar  | Within 95-100 Km  | Near Biratnagar airport |
| 9 | Birantnagar | within 10 -15 KM  | Near Biratnagar airport |
|   |   |   |   |
|   | **PROVINCE 2** |   |
| 10 | Birgunj  | within 85 -90 KM  | 80 km from Simara airport |
| 11 | Chapur, Rautahat | within 50 -55 KM  | 45 KM from Simara Airport |
| 12 | Hariwon, Sarlahi | within 80 -85 KM  | 75 Km from Janakpur airport |
| 13 | Janakpur (Hotel area) | within 20 -25 KM  | 15 KM from Janakpur airport |
| 14 | Lahan | within 95 - 100 KM  | 85 km from Janakpur airport |
|   |   |   |   |
|   | **BAGMATI PROVINCE**  |   |
| 16 | Kathmandu Valley | within 15 - 20 KM |   |
| 17 | Lalitpur  | Within 55-60 Km  | Bagmati and Kunjasum RM  |
| 18 | Banepa | within 50 - 55 KM  | From Thapathali to Banepa 25 KM (Return on the same day) |
| 19 | Nagarkot  | within 60 -65 KM  | 28 KM from Kathmandu (Return on the same day) |
| 20 | Bhaktapur | within 15 -20 KM  | 8 Km from thapathali (Return on the same day) |
| 21 | Dhulikhel  | with in 65 - 70 KM | Dhulikhel - 32 KM (Return on the same day) |
| 22 | Hetauda | within 90 - 100 KM  | Hetauda - 86 KM from Kathmandu (One way) |
| 23 | Makwanpur Taha Munici[pality  | within 20 -25 KM  | 60 km from Kathmandu |
| 24 | Dhading  | within 20-25KM  | 90 km from Kathmandu and 100 Km from Bharatpur Airport  |
| 25 | Sindhupalchok  | within 20 -25 KM  | 82 Km from Karhmandu |
| 26 | Chitwan | within 40 -50 KM  | From Bharatpur Airport to Sauraha - 27KM |
|   |   |   |   |
|   | **GANDAKI PROVINCE**  |   |
| 27 | Gorkha | within 150 -160 KM  | Gorkha Palungtar - 145 KM from Kathmandu (one way) |
| 28 | Beshisahar  | Within 45-50 Km  | 105 Km from Pokhara  |
| 29 | Pokhara | within 15 -20 KM  | Airport to Lakeside - 3 KMLakeside to Fulbari - 7 KM |
| 30 | Mustang from Pokhara airport | within 125-130 KM | 120 KM from Pokhara airport |
| 31 | Mustang from Jomsom airport | within 30- 35 KM | 28 KM from Jomsom Airport, Need 4WD |
|   |   |   |   |
|   | **PROVINCE 5** |   |
| 32 | Bhairahawa | within 10 -15 KM  |   |
| 33 | Butwal | within 30 -35 KM  | 28 Km from Gautam Buddha airport |
| 34 | Nepalgunj | within 15 -20 KM  | Near Nepalgunj airport |
| 35 | Lalmatiya, Dang | within 75 - 80 KM  | 71 KM from Dang airport |
| 36 | Palpa  | within 20-25 Km  | 70 Km from Bhairahawa Airport  |
| 37 | Gulmi  | within 20-25 Km  | 135 Km from Bhairhawa Airport  |
| 38 | Nawalparasi  | within 45-50 KM  | 40 Km from Bhairahawa Airport  |
| 39 | Bardiiya  | within 45-50 KM  | 45 Km from Nepalgunj Airport  |
| 40 | Bhairahawa - Butwal - Lumbini | within 45 - 50 KM | Bhairahawa airport to Butwal - 29 KMButwal to Lumbini - 11 KM |
|   |   |   |   |
|   | **KARNALI PRADESH** |   |
| 41 | Surkhet  | 20-25 Km  | 103 Km from Nepalgunj Airport  |
| 42 | Jumla | within 10 -15 KM  | Chandannath - 5 KM from Jumla airport |
|   |   |   |   |
|   | **SUDURPASHCHIM PRADESH** |   |
| 43 | Dhangadi | within 15 -20 KM  | 9 KM from Dhangadhi airport |
| 44 | Bhansi, Bhimdutta Municipality, Kanchanpur | within 10 -15 KM  | Bhansi - 6 KM from Mahendranagar airport |
| 45 | Mahendranagar | within 10 -15 KM  |   |
| 46 | Kailali  | within 45 - 50 KM  | 40 km from Dhangadhi airport |
| 47 | Bajhang  | within 20-25 Km  | 263 Km from Nepalgunj Airport  |
| 48 | Dadeldhura | within 20-25 Km  | 128 Km from Dhangadi Airport  |
| 49 | Tikapur | within 85 -90 KM  | 84 km from Dhangadhi airport |

1. **Supplier must meet following minimum criteria;**

* 1. Registered and legally operate in Nepal for at least 3 years on the date of quotations
	2. Minimum experience of three years track record on providing vehicles services to the client on their request;
	3. Able to assign dedicated contact person who will care our requests within short period notice;
	4. Respond to vehicle request with one day advance notice;
	5. Fuel cost / Driver salary/ wages, parking fee and other associated cost should be borne by the supplier themself;
	6. Maintenance to be carried out by the supplier and able to replace the vehicle within stipulated time in case of outbreak of the service during travel. ;
	7. Food , accommodation and other incidental cost of the driver during field travel should be borne by the supplier;
	8. The vehicle should be compliant with applicable insurance, safety or other legal requirement required for the operation and maintenances of the motor vehicle.;
	9. The supplier should borne all the possible liabilities of the third parties that may arise from the movement of the vehicle.

1. **Minimum Vehicle requirements:**

* 1. The vehicle should be road worthy , in good running condition, and not more than 5-7 years old from date of manufacture;
	2. The vehicle provided for field travel off road should be 4x4WD;
	3. The vehicle should be equipped with necessary safety items, first aid kit, seat-belt restraints in the front and rear of the vehicle, spare tire, mechanical jack and basic hand tools;
	4. The vehicle should have a comprehensive insurance;
	5. The vehicle should be clean, inside and out,

**VI. Requirements for the Driver:**

1. The driver should be experienced on driving the type of the vehicle assigned to him with professional care and have the track record of safe driving not having any criminal record;
2. The driver should be able to manage and maintain the vehicle assign to him during travel period and sound enough on driving rules and regulations and skills in minor repair & maintenance;
3. The driver should be able to communicate in English;
4. The driver should not consume alcohol, smoke while on duty;
5. The driver should be properly trained in the operation and maintenance of the vehicle;
6. The driver should be licensed with the type of the vehicle in which he is assigned for the travel.
7. S/he should be familiar with local routes and destinations;
8. S/he should be disciplined to deal with the travellers and should be able to take appropriate care during travel;
9. S/he should be able to follow the general good practices on driving with the appropriate knowledge of general rules of the road all times
10. S/he observes at all times basic courtesy to passenger(s), fellow motorists and traffic authorities