

**DCRL Procurement Plan from 1 JANUARY 2024 to 29 NOVEMBER 2024**  
**ANNUAL PROCUREMENT PLAN 2024**

Award ID- '00098672

Award Title

Project ID/Title

Business Unit

Implementing Partner:

Developing Climate Resilient Livelihoods in the Vulnerable Watershed in Nepal

'00101877

NPL10

Department of Forests and Soil Conservation

No	Project Outcome of which the procurement is related to	Type of Supply	Description of goods, services or works	Unit of Measure	Quantity	Est. start date of activity	Est. start date of procurement process	Procurement method	Responsible person/team/agency	Remarks
1		Contractual Services - Companies (LOA)	Multi-hazards Risk and Vulnerability (MHVR)- mapping /modelling tool/method prepared	Contract	1	Feb-24	Feb-24	LoA	DFSC	LoA with IoE, Pulchowk
2		Contractual Services - Companies (LOA)	Drone Survey for watershed condition inspection including videography	Contract	1	May-24	Feb-24	LoA	DFSC	LoA with IoE, Pulchowk
3		Field visit, workshop coordination meeting	Establishment of coordination meeting and platforms for IWM in Province level	Events	2	Mar-24	Mar-24	DP/RFQ	DFSC	
4		Printing and publication	MHVR report publication, printing and dissemination	Contract	1	Jun-24	May-24	RFP	DFSC	
5		Printing and publication	Printing watershed Watershed Characterization and Prioritization tool, Watershed Condition methodologies and guidelines	Contract	1	Jun-24	May-24	RFP	DFSC	
6		Contractual Services - Companies (LOA)	Language editing and report structuring of the knowledge products, reports and guidelines (MHVR, C&P tools, WCAG, effectiveness of contour trench and degraded land restoration strategy etc.)	Contract	1	Feb-24	Feb-24	LoA	DFSC	LoA with IoE, Pulchowk
7		Contractual Services - Companies		Contract	1	Mar-24	Feb-24	RFP	DFSC	
8		Contractual Services - Companies		Contract	1	Mar-24	Feb-24	Individual Contract (IC)	UNDP	
9		Contractual Services - Companies		Contract	1	Mar-24	Feb-24	RFP	DFSC	
10		Information Technology Equipment	Watershed Desktop establishment and application of assessment tool, guidelines and protocols in the lower dudkosi watershed (Ref: 1.1.2 and 1.1.3)	Contract	11	May-24	Apr-24	RFQ	UNDP	
11		Training workshop		Events	1	May-24	May-24	DP/RFQ	DFSC	
12		Contractual Services - Companies		Contract	1	Mar-24	Feb-24	DP/RFP	DFSC	
13		Information Technology Equipment		Contract	1	May-24	Apr-24	RFQ	UNDP	
14		Contractual Services - Companies (Micro Canvassing)	Formulation of Basin System Implementation plan	Contract	1	Feb-24	Feb-24	Micro Canvassing	DFSC	

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15		Training workshop		Events	1	Feb-24	Feb-24	DP/RFQ	DFSC	
16		Contractual Services - Companies (LOA)	Preparation and update of Watershed Atlas (For all Basin)	Contract	1	Feb-24	Feb-24	LoA	DFSC	LoA with I&E, Pulchowk
17		Training workshop	Dissemination of watershed Atlas	Events	1	May-24	May-24	DP/RFQ	DFSC	
18		Printing and publication	Publication of watershed Atlas	Contract	1	May-24	May-24	RFP	DFSC	
19		Contractual Services - Companies	Regular update and maintenance of web based project MIS	Contract	1	Jan-24	Jan-24	RFP	DFSC	
20		Meeting and workshop	IWM coordination platform established and regularize the function in Local Level	Events	8	Mar-24	Mar-24	DP/RFQ	DFSC	
21		Contractual Services - Companies	1) National policy on watershed management; 2) revised harmonised climate-risk based sub-watershed vulnerability assessment, prioritization guidelines; 3) guidelines for gender mainstreaming in IWM; 4) SoP's for maintenance of watershed management systems established; 5) revised guidelines for infrastructure; 6) revised SCWM program prepared	Contract	1	Mar-24	Feb-24	RFP/Micro Canvassing	DFSC	
22		Training, Consultation, Meetings		Events	1	Mar-24	Feb-24	DP/RFQ	DFSC	
23		Meeting, Workshop, Trainings	Technical Working Group meeting regularly organized	Events	2	Jun-24	Jun-24	DP/RFQ	DFSC	
24	Outcome 1: Integrated watershed management framework has been established to address climate change induced floods and droughts.	Contractual Services - Companies (Micro Canvassing)	Hire consultancy firm to design training manuals on design and cost estimate of soil conservation and watershed management activities	Contract	1	Mar-24	Feb-24	Micro Canvassing	DFSC	
25		Contractual Services - Companies (LOA)	Hands on training on watershed modelling tools and techniques	Contract	1	Mar-24	Feb-24	LoA	DFSC	LoA with I&E, Pulchowk
26		Training workshop		Events	1	Mar-24	Feb-24	DP/RFQ	DFSC	
27		Contractual Services - Companies (Micro Canvassing)	Training on detailed design and estimates of context specific Water Management Structures (for LOA Partner institutions, LGs, DoFSC and DCRL team)	Contract	1	Apr-24	Apr-24	Micro Canvassing	DFSC	
28		Training workshop		Events	1	Apr-24	Apr-24	DP/RFQ	DFSC	
29		Contractual Services - Companies (Micro Canvassing)	Hands-on training on low cost Bio-engineering for landslide treatment and erosion control (for DoFSC, BMC Koshi and SWMO officials)	Contract	1	Jun-24	Jun-24	Micro Canvassing	DFSC	
30		Training workshop		Events	1	Jun-24	Jun-24	DP/RFQ	DFSC	
31		Training workshop	On-site learning on integrated watershed management practices to Panika representatives	Events	1	Feb-24	Feb-24	DP/RFQ	DFSC	

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32		Training workshop	Training cum Exposure visit to DoFSC, BMC-Koshi, SWMO, DFOs and DCRI Officials	Events	1	Apr-24	Apr-24	DP/RFQ	DFSC	
33		Contractual Services - Companies (Micro Canvassing)	Training on Landslide hazard, spring shed assessment and Land restoration; principle and practice (to DoFSC, BMC and SWMO Officials)	Contract	1	May-24	May-24	Micro Canvassing	DFSC	
34		Training workshop		Events	1	May-24	May-24	DP/RFQ	DFSC	
35		Training workshop	Sharing Project Experience and dissemination of Climate Resilient Watershed management	Events	1	Aug-24	Aug-24	DP/RFQ	DFSC	
36		Training workshop	National Workshop to disseminate GESI mainstreaming in IWM guideline; Federal IWM Program implementation guideline and revised SCWM activities	Events	1	May-24	May-24	DP/RFQ	DFSC	
37		Local Consultant	Hire individual consultant to facilitate implementation of capacity development activities	Contract	1	Mar-24	Feb-24	Individual Contract (IC)	UNDP	
38		Training workshop	Support DoFSC to organize National Watershed Workshop	Events	1	Mar-24	Mar-24	DP/RFQ	DFSC	
39		Training workshop		Events	1	Aug-24	Aug-24	DP/RFQ	DFSC	
40		Contractual Services - Companies (LoA)	MHVR training for Palika Engineers	Contract	1	Jun-24	Feb-24	LoA	DFSC	LoA with bE, Pulchowk
41		Contractual Services - Companies	Cross Section and water discharge measurement, Reverification of hydromet sites jointly with DHM officials and considered supplier	Contract	3	Feb-24	Feb-24	DP	DFSC	
42		Local Consultant	Assessment of feasibility hydro and met stations (4 WS)	Contract	2	Jan-24	Jan-24	Individual Contract (IC)	UNDP	
43		Contractual Services - Companies (LoA)	Arrangement of observers for hydro-met stations	Contract	7	May-24	Feb-24	LoA	DFSC	LoA with SWMO Okhaldhunga and BMC Koshi
44		Information Technology Equipment	Hydrometeorological data display at respective Palikas, BMC Koshi and SWMO Okhaldhunga including orientation on application and use	Contract	7	May-24	Apr-24	RFQ	UNDP	
45		Meeting, Workshop, Trainings	Capacity building to strengthen on operation and station use	Events	1	May-24	May-24	DP/RFQ	DFSC	
46		Meeting, Workshop, Trainings	Guidance for local municipalities on PES prepared	Events	1	Mar-24	Mar-24	DP/RFQ	DFSC	
47		Meeting, Workshop, Trainings	Support for coordination and meeting for Community Maintenance Groups	Events	8	May-24	Apr-24	DP/RFQ	DFSC	
48		Contractual Services - Companies	Hire a social and Environmental safeguard expert	Contract	2	Mar-24	Feb-24	RFP	DFSC	



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49		Training workshop	Mobilise social mobilizer to review project baseline of 8 wards of 3 municipality and 5 rural municipality of Dhudh Koshi WS with 8 control wards i.e 16 wards	Events	1	Mar-24	Feb-24	DP/RFQ	DFSC	
50		Contractual Services - Companies	Mobilise social mobilizer to review project baseline of 8 wards of 3 municipality and 5 rural municipality of Dhudh Koshi WS with 8 control wards i.e 16 wards	Contract	1	Jan-24	Jan-24	RFP	DFSC	Already contracted with AID Nepal
51		Contractual Services - Companies	Field data collection and implementation support through Social Mobilizers	Contract	1	Jan-24	Jan-24	RFP	DFSC	Already contracted with AID Nepal
52		Contractual Services - Companies		Contract	1	Mar-24	Feb-24	RFP	DFSC	
53		Training workshop	Watershed and Palika Level IWM Plan Sharing meeting (all four watershed)	Events	20	Feb-24	Feb-24	DP/RFQ	DFSC	
54		Contractual Services - Companies	Watershed and Palika level IWM Plan printing, publication and dissemination	Contract	1	Feb-24	Feb-24	Direct Procurement	DFSC	
55		Contractual Services - Companies (LOA)	Construction of contour trench (20kms) for water retention	Contract	10	Feb-24	Feb-24	LoA	DFSC	LoA with SWMO Okhaldhunga and BMC Koshi
56		Contractual Services - Companies (LOA)	Construction of catchment ponds (Total - 51 ponds)	Contract	51	Feb-24	Feb-24	LoA	DFSC	LoA with SWMO Okhaldhunga and BMC Koshi
57		Contractual Services - Companies (LOA)	Water source protection, management and utilization undertaken (Total- 125 sources)	Contract	125	Feb-24	Feb-24	LoA	DFSC	LoA with SWMO Okhaldhunga and BMC Koshi
58		Contractual Services - Companies	Visibility and information board of project activities and implementation	Contract	30	Oct-24	Oct-24	DP/RFQ	DFSC	
59		Local Consultant	Hire individual consultant to develop project exit strategy and sustainability plans	Contract	1	May-24	Mar-24	Individual Contract (IC)	UNDP	
60		Materials & Goods (LOA)	Promotion of conservation farming practices including livestock promotion activities and establishment of green houses for micro-climated responsive livelihood promotion (1100 ha)	Contract	930	Feb-24	Feb-24	LoA	DFSC	LoA with SWMO Okhaldhunga and BMC Koshi
61		Contractual Services - Companies	Promotion of conservation farming practices including livestock promotion activities and establishment of green houses for micro-climated responsive livelihood promotion (1100 ha)	Contract	850	Mar-24	Feb-24	QBFB/RFQ	UNDP	
62		Materials & Goods (LOA)	Integrated Farming system support at water lifting sites	Contract	8	Feb-24	Feb-24	LoA	DFSC	LoA with SWMO Okhaldhunga and BMC Koshi
63		Local Consultant	Hiring Agriculture Officer as Individual Consultant for conservation farming practices	Contract	3	Mar-24	Feb-24	Individual Contract (IC)	UNDP	Two Agriculture officer and one Engineer
64		Contractual Services - Companies (Micro Canvassing)	Hire consultancy firm for Value chain analysis and post harvest intervention of priority commodity	Contract	1	May-24	Apr-24	Micro Canvassing	DFSC	
65		Contractual Services - Companies (LOA)	Support households with functional water use/reuse systems i.e irrigation ponds	Contract	30	Feb-24	Feb-24	LoA	DFSC	LoA with SWMO Okhaldhunga and BMC Koshi
66		Contractual Services - Companies	Support farmers groups with micro-irrigation technology for solar water lifting sites	Contract	3	Mar-24	Feb-24	RFQ	UNDP	



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67	Outcome 2: Integrated watershed management practices introduced and scaled up in 1 watershed covering 782.68km <sup>2</sup> of watershed areas and benefiting 121,606 vulnerable people.	Local Consultant	Hire Individual Consultant for day to day supervision and quality assurance of Micro-irrigation schemes installation	Contract	1	Mar-24	Feb-24	Individual Contract (IC)	UNDP	LoA with SWMO Okhaldhunga and BMC Koshi
68		Contractual Services - Companies (LOA)	Establishment of water use reuse system including community based management	Contract	3	Feb-24	Feb-24	LoA	DFSC	
69		Contractual Services - Companies	Construction and installation of water lifting schemes	Contract	4	Mar-24	Feb-24	RFQ	UNDP	
70		Training workshop	Training to water lifting users committee on operation and maintenance for sustainability of the schemes	Events	7	Apr-24	Mar-24	DP/RFQ	DFSC	
71		Contractual Services - Companies (LOA)	Hire operators for water lifting schemes for operation of the schemes and monitoring of water use	Contract	10	Feb-24	Feb-24	LoA	DFSC	LoA with SWMO Okhaldhunga and BMC Koshi
72		Contractual Services - Companies	Feasibility study for water lifting schemes	Contract	1	Jan-24	Jan-24	RFP	DFSC	Already contracted with Ujjwal Urja Pvt. Ltd.
73		Contractual Services - Companies	Technical Support for construction supervision and quality assurance of solar water lifting schemes	Contract	1	Mar-24	Feb-24	RFP/DP	UNDP	
74		Contractual Services - Companies (LOA)	Rain water (roof) harvesting and its utilization for multiple use (350 HH)	Contract	350	Feb-24	Feb-24	LoA	DFSC	LoA with SWMO Okhaldhunga and BMC Koshi
75		Contractual Services - Companies (LOA)		Contract	200	Feb-24	Feb-24	LoA	DFSC	LoA with SWMO Okhaldhunga and BMC Koshi
76		Contractual Services - Companies		Contract	200	Apr-24	Mar-24	RFQ	UNDP	
77		Training workshop	Monitoring, quality assurance and cross district learning and knowledge exchange of waterstress management activities	Events	8	Feb-24	Feb-24	DP/RFQ	DFSC	
78		Contractual Services - Companies	Support to Solar Water lifting users committee for sustainability of water lifting schemes	Contract	3	Apr-24	Mar-24	RFQ	DFSC	
79		Local Consultant	Hire Sub-Engineer for implementation support soil and water management activities	Contract	4	Mar-24	Feb-24	Individual Contract (IC)	UNDP	
80		Materials and Goods	Provide farmer user groups with gender friendly, labor efficient agriculture tools (1 Group=10 HH)	Contract	25	Mar-24	Feb-24	RFQ	DFSC	
82		Materials and Goods	Facilitate Women Entrepreneurs through providing simple processing and post harvesting technologies that add value to primary products	Contract	8	Apr-24	Mar-24	RFQ	DFSC	
83		Contractual Services - Companies (LOA)	Forest based enterprise promotion for livelihoods	Contract	6	Feb-24	Feb-24	LoA	DFSC	LoA with DFO Okhaldhunga and DFO Khotang
84		Training workshop	On site training/exposure visit to Tea Farmers	Events	1	Mar-24	Feb-24	DP/RFQ	DFSC	
85	Training workshop	Training on conservation farming and agro-forestry including women friendly technologies and innovations (400 person)	Events	400	Mar-24	Feb-24	DP/RFQ	DFSC		
86	Contractual Services - Companies (LOA)	Promotion of multipurpose 10 water ponds for Majhi Community	Contract	8	Feb-24	Feb-24	LoA	DFSC	LoA with SWMO Okhaldhunga and BMC Koshi	
87	Contractual Services - Companies (LOA)	Cultivation of drought resistant crops and NTFPs as casualty replacement on reforested land including post-plantation management activities (25% replacement = 50 Ha.)	Contract	50	Feb-24	Feb-24	LoA	DFSC	LoA with DFO Okhaldhunga and DFO Khotang	



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88		Contractual Services - Companies (LOA)	Post Plantation management support for cultivated drought resilient NTFPs	Contract	30	Feb-24	Feb-24	LoA	DFSC	LoA with DFO Okhaldhunga and DFO Khotang
89		Contractual Services - Companies	Material support to construct fuel efficient stoves	Contract	1025	Mar-24	Feb-24	RFP	DFSC	
90		Contractual Service - Companies (LoA)	Restoration strategy for targeted watershed prepared	Contract	1	Feb-24	Feb-24	LoA	DFSC	LoA with IoF, Kiripjur
91		Training workshop	National Workshop on restoring dry land through water stress management	Events	1	Sep-24	Sep-24	DP/RFQ	DFSC	
92		Contractual Service - Companies	Survival status mapping of drought resistant species plantation on dryland	Contract	1	Mar-24	Feb-24	RFP	DFSC	
93		International Consultant	Technical inputs on the restoration strategy by International Consultant	Contract	1	Apr-24	Mar-24	Individual Contract (IC)	UNDP	
94		Contractual Services - Companies (LOA)	Vertiver and other suitable grass cultivation along contour trench	Contract	10	Feb-24	Feb-24	LoA	DFSC	LoA with SWMO Okhaldhunga and BMC Koshi
95		Contractual Services - Companies (LOA)	Road section stabilization through structural and non-structural measures	Contract	7	Feb-24	Feb-24	LoA	DFSC	LoA with SWMO Okhaldhunga and BMC Koshi
96		Contractual Services - Companies (LOA)	Land restoration in vicinity of spring sources through structural and non-structural measures	Contract	5	Feb-24	Feb-24	LoA	DFSC	LoA with SWMO Okhaldhunga and BMC Koshi
97		Training workshop	Integrating local communities and institutions for degraded land restoration (Catchment protection, road slope stabilization etc.)	Events	1	May-24	Apr-24	DP/RFQ	DFSC	
98		Contractual Services - Companies (LOA)	Gully/Landslide treatment at critical locations	Contract	8	Feb-24	Feb-24	LoA	DFSC	LoA with SWMO Okhaldhunga and BMC Koshi
99		Contractual Services - Companies (LOA)	Earthen pond construction in selected community forests	Contract	25	Feb-24	Feb-24	LoA	DFSC	LoA with DFO Okhaldhunga and DFO Khotang
100		Contractual Services - Companies (LOA)	Manual seeding of drought resistant forest species (Chiuri, Khayer, Tejpat etc.) for degraded land restoration 20 Ha.	Contract	20	Feb-24	Feb-24	LoA	DFSC	LoA with DFO Okhaldhunga and DFO Khotang
101		Materials and Goods (LoA)	Degraded land restoration through promotion of agro-forestry system (agro-horti-silviculture) (100 Ha.)	Contract	100	Feb-24	Feb-24	LoA	DFSC	LoA with DFO Okhaldhunga and DFO Khotang
102		Contractual Services - Companies (LOA)	Strengthen capacity of NRM groups (trainings, field visits, study tours) (500 groups)	Contract	120	Feb-24	Feb-24	LoA	DFSC	LoA with DFO Okhaldhunga and DFO Khotang
103		Meeting, Workshop, Trainings	Establishment of Networks of NRM Groups	Events	8	Mar-24	Feb-24	DP/RFQ	DFSC	
104		Local Consultant	Hire individual consultant to establish networks of NRM Groups	Contract	1	Mar-24	Feb-24	Individual Contract (IC)	UNDP	
105		Meeting, Workshop, Trainings	Workshop for women representative and Local Women Leaders	Events	2	Jul-24	Jul-24	DP/RFQ	DFSC	
106		Contractual Service - Companies (LoA)	Support in revision of Operation Plans of NRM groups to address green recovery (66 Groups)	Contract	24	Feb-24	Feb-24	LoA	DFSC	LoA with DFO Okhaldhunga and DFO Khotang
107		Training, Workshops and Conference	Provide technical support to cooperatives and financial institutions to support NRM initiatives	Events	1	Mar-24	Mar-24	DP/RFQ	DFSC	

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109	Project Management	Contractual Service - Companies	Development of website to document of the project	Contract	1	Jan-24	Jan-24	RFP/DP	DFSC		
110		Contractual Service - Companies	Project knowledge product	Contract	1	Jun-24	Jun-24	RFQ	DFSC		
111		Contractual Service - Companies	Development of project visibility materials and distribution	Contract	1	Mar-24	Feb-24	RFQ	DFSC		
112		Contractual Service - Companies	Video documentation on project intervention and results	Contract	1	Oct-24	Sep-24	RFP	DFSC		
113		Contractual Service - Companies	Final Project Impact evaluation and report (Socio Economic analysis)	Contract	2	May-24	Apr-24	RFP	UNDP		
114		Training, Workshops and Conference	Technical working group, to enable practitioners (COP) to interact and share experiences	Events	2	Jun-24	Jun-24	DP/RFQ	DFSC		
115		Contractual Service - Companies	Hire consulting firm for third party monitoring of Project Activities	Contract	1	Mar-24	Feb-24	RFP	DFSC		
116		International Consultant	International Consultant (IE)	Contract	1	Jun-24	Apr-24	Individual Contract (IC)	UNDP		
117		Local Consultant	National Consultant (IE)	Contract	1	Jun-24	Apr-24	Individual Contract (IC)	UNDP		
118		Supplies	Office supplies			11				DFSC	Regular
119		Training, Workshops and Conference	Review and reflection meeting with LoA Institutions, DOFSC, DCRL and other stakeholders (Local Government)	Events	1	Aug-24	Aug-24	DP/RFQ	DFSC		
120		Training, Workshops and Conference	4 PEB meeting; 1 LMBIS planning meeting; DOFSC Bi-annual review meeting/workshop	Events	4			DP/RFQ	DFSC		Regular
121		Rental & Maintenance- Premises	Office Rent for Field Office	Contract	11	Jan-24	Jan-24		DFSC		Regular
122	Equipment and Furniture	Procurement of office equipment and furniture (laptop)	Contract	1	Mar-24	Mar-24	DP/RFQ/MPC	DFSC			
123	AV Print, Production Cost	Printing and other cost	Contract	1				UNDP		Regular	
124	Printing and publication		Contract	1				DFSC		Regular	
125	Communic & Audio Visual Equip	Email subscription and communication cost		11				DFSC		Regular	
126	Rental & Maintenance- Premises	cleaners & messenger and related others	Contract	11	Jan-24	Jan-24		DFSC			
127	Training, Workshop and meeting	Staff meeting, stakeholders meetings, Partners orientation and related expenses	Events	9	Mar-24	Mar-24	DP/RFQ	DFSC			
128	Professional services	Audit	Contract	1	Feb-24	Feb-24	RFP	UNDP			
129	Contractual Service- Companies	Caste study on IWM prepared (GES) leaflet, calendar, diary, baseline case stories, Photo book, media mobilization and orientation and video documentation on best practices on	Contract	1	May-24	May-24	DP	DFSC			
130	Contractual Service- Companies		Contract	1	Apr-24	Apr-24	RFP	DFSC			



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131		Training, Workshop and meeting	(IWM)	Events	1	Apr-24	Apr-24	DP/RFQ	DFSC	
132		Training workshop	Study tours and knowledge exchange (Project, Partners, Government Personnel and other stakeholders)	Events	2	Feb-24	Feb-24	DP/RFQ	DFSC	

*Signature*