

## PROJECT PREPARATORY TECHNICAL ASSISTANCE

### A. Justification

1. The PPTA will (i) support the government to set strategic directions and to design the investment project in a participatory manner, (ii) develop technical and financial partnership with development partners and selected institutes overseas, (iii) undertake thorough due diligence including development of appropriate implementation support, and (iv) ensure project readiness.

### B. Major Outputs and Activities

2. The main outputs will include (i) an analysis of higher engineering sector; (ii) design of overall and specific policy and regulatory framework; (iii) appropriate strategic road mapping for developing WCHEE in engineering; (iv) detailed project design with reflection of analysis, recommendations, and agreement with the stakeholders including overseas institutions; and (v) due diligence reports required by ADB.

3. The major outputs and activities are summarized in Table A3.1.

**Table A3.1: Summary of Major Outputs and Activities**

Major Outputs	Expected Completion Date	Major Activities	Expected Completion Date
Signed contracts	Dec 2015	Consultants' mobilization (core staff)	Jan 2016
Workplan	Jan 2016	Inception Workshop	Mar 2016
Inception Report	Mar 2016	Series of consultations with the government and development partners	Jan 2016 – onwards
Consultation reports and draft MOU	Jan 2016–onwards	Discussion on initial design	July 2016
Sector assessment report	Jun 2016	In-depth dialogue with EA and stakeholders to confirm the design, including procurement packages	Dec 2016
Fiduciary assessment report (FM and procurement)	Jun 2016	Preparation of bidding documents	Sep–Dec 2016
Draft PAM (draft project design)	Dec 2016		
Safeguard assessment and reports	Sep–Dec 2016		
Economic and financial assessment	Sep–Dec 2016		
Bidding documents	Dec 2016		

EA = executing agency, FM = financial management, MOU = memorandum of understanding, PAM = project administration manual.

Source: Asian Development Bank.

### C. Cost Estimate and Proposed Financing Arrangement

4. The TA is estimated to cost \$808,000, of which \$800,000 equivalent will be financed on a grant basis by ADB's TA Special Fund (TASF-V). The government will provide counterpart staff and coordination support. The detailed cost estimate is presented in Table A3.2.

**Table A3.2: Cost Estimates and Financing Plan**  
(\$'000)

Item	Total Cost
<b>Asian Development Bank<sup>a</sup></b>	
1. Consultants	
a. Remuneration and per diem	
i. International consultants (11 person-months)	175
ii. National consultants (33.5 person-months)	158
b. International and local travel	60
c. Reports and communications	20
2. Equipment (computer, printer, etc.) <sup>b</sup>	10
3. Workshops, training, seminars, and conferences	200
4. Surveys	20
5. Office Accommodation and Transport	25
6. Miscellaneous administration and support costs	8
7. Contingencies	124
<b>Total</b>	<b>800</b>

Note: The value of government contribution is estimated to account for 1% of the total cost.

<sup>a</sup> Financed by the Asian Development Bank's Technical Assistance Special Fund (TASF-V)

<sup>b</sup> Equipment

Type	Quantity	Cost
Internet Modem and accessories	TBD	\$1,000
Multifunction printer (Printer, fax and scanner)	TBD	\$1,000
Stationeries and papers	TBD	\$1,000

<sup>c</sup> Workshops, training, seminars, and conferences

Purpose	Venue
Inception	TBD
Mid term	TBD
Final	TBD
Consultations with overseas HEE institutes including international travel	TBD

HEE = higher engineering education.

Source: Asian Development Bank.

### D. Consulting Services

5. The TA will mobilize 11 person-months of international and 33.5 person-months national consultant inputs, who will work closely with ADB's processing team.

**Table A3.3: Summary of Consulting Services Requirement**

Positions	Person-Months Required
<b>International</b>	
HEE Specialist	7
University Governance Specialist	2
Economics, Finance, and Costing Specialist	2
<b>National</b>	
HEE Specialist	10
University Governance Specialist	6

<b>Positions</b>	<b>Person-Months Required</b>
Economics, Finance, and Costing Specialist	4
Procurement Specialist	2.5
Fiduciary Risk Management Specialist	2
Social Development and Gender Specialist	2
Civil Works/Architecture Specialist	3
Environmental Specialist	2
Resettlement Specialist	2

HEE = higher engineering education.

Source: Asian Development Bank

6. Consultants will be engaged by ADB in accordance with the *Guidelines on the Use of Consultants* (2013, as amended from time to time). All the consultants will be individually recruited. The outline terms of reference for the PPTA consultants are described in paras. 7–15.

7. **Higher engineering education specialists** (international, 7 person-months and national, 10 person-months, intermittent). The specialists will have more than 20 years of experience in developing HEE. Strong communications and team management skills are required. He or she will be an expert, with experience in administration and management of engineering education. He or she will work and collaborate closely with the individual consultants under the TA and will be responsible for ensuring effective coordination and delivery of TA consultant team deliverables.

8. **University governance specialists** (international, 2 person-months and national, 7 person-months, intermittent). The specialists will have more than 10 years of hands-on experience in administration of HEE. Their main task will include (i) design specific autonomous governance arrangements for the WCHEEI; (ii) development of strategic and sustainable financing plan of the WCHEEI (e.g., public financing, student tuition, student financial assistance, and research); and (iii) propose cost-recovery mechanism and recovery ratios in a phased manner (through tuition, revenues from research projects, etc.).

9. **Economics, finance, and costing specialists** (international, 2 person-months and national, 4 person-months). The specialists will have experience of economic and financial analysis of education sector projects as well as project costing. Experiences in ADB and World Bank projects are preferred. Their main task will include (i) conducting a detailed economic and financial analysis of the project, and (ii) preparing cost estimates of the project with detailed cost tables.

10. **Procurement specialist** (national, 2.5 person-months, intermittent). The consultant will have at least 15 years of experience in public procurement and projects funded by development partners. The consultant will conduct a procurement capacity assessment of the relevant agencies for a proposed project, and provide recommendations for improvements to current procurement practices. The consultant will also help develop a procurement plan to support potential investments in engineering and technical education.

11. **Fiduciary risk management specialist** (national, 2 person-months, intermittent). The consultant will have at least 10 years of experience in accounting, financial management, or project management. Preferably, he or she worked for a recognized professional accountancy or finance qualification such as Chartered Accountant, Certified Public Accountant, Chartered Financial Analyst, etc. Experience with ADB or World Bank's financial management assessment is required. The consultant will review and analyze the funds flow mechanism and financial management arrangements of identified agencies, and recommend areas for improvements.

12. **Social development and gender specialist** (national, 2 person-months). The consultant will have at least 10 years of experience in analyzing and assessing gender and social inclusion issues in Nepal. The tasks will include (i) conducting poverty, social, ethnic and gender impact assessments; and (ii) preparing poverty reduction and social strategy, indigenous peoples' plan, and gender action plan.

13. **Civil works/architecture specialist** (national, 3 person-months). The specialist will have at least 10 years in building design of education facilities particularly of campuses and universities. The specialist will (i) collect data and analyze the cost norms for civil works and prepare a realistic schedule and cost estimates for design, supervision, inspection, and maintenance of civil works to be planned under the proposed project; and (ii) work with procurement specialists and prepare procurement plan and bidding documents.

14. **Environment specialist** (national, 2 person-months). The consultant will have at least 10 years of relevant experience in environmental assessments and management plans. Experience with the environmental safeguard work of ADB or World Bank is required. The consultant will conduct environmental assessment and prepare due diligence documents in line with ADB's *Safeguard Policy Statement* (2009).

15. **Resettlement specialist** (national, 2 person-months). The consultant will have at least 10 years of relevant experience in resettlement in Nepal. Experience with the environmental safeguard work of ADB or World Bank is required. The consultant will screen the site identified for civil works, and prepare due diligence documents in line with ADB's *Safeguard Policy Statement* (2009).

## E. Implementation Arrangements

16. The executing agency of the TA will be MOE. ADB will administer the TA and work closely with the executing agency. All consultants will be recruited individually. The government will provide (i) counterpart staff, and (ii) coordination support. All disbursements under the TA will be made in accordance with ADB's *Technical Assistance Disbursement Handbook* (2010, as amended from time to time). The equipment procured under the TA will be handed over to the government upon TA completion. Implementation period of the PPTA will be from 1 Jan 2016–30 Jun 2017 to ensure project readiness.

17. The proposed TA processing and implementation schedule is listed in Table A3.4.

**Table A3.4: Technical Assistance Processing and Implementation Schedule**

<b>Milestones</b>	<b>Expected Completion Date</b>
PPTA Approval	Dec 2015
Recruitment of Key Consultants	Jan 2016
Inception Mission	Feb 2016
Series of Consultations	Jan–Nov 2016
Midterm Review (Review of Draft Project Design)	Dec 2016
Final Review (Project Fact-Finding Mission)	Feb 2017

ADB = Asian Development Bank, PPTA = project preparatory technical assistance.  
Source: Asian Development Bank estimates.