

फोन नं. ४२००२९८
फ्याक्स नं ४२००३३६



नेपाल सरकार
सङ्घीय मामिला तथा स्थानीय विकास मन्त्रालय
(नगरपालिका विकास तथा व्यवस्थापन शाखा ख)
२०६९

प.सं. २०७२/७३
च.नं. २-२-१३८०

मिति: २०७२/१२/०१

विषय : सहर पुनर्उत्थान योजना (City Renovation Plan) निर्माण सम्बन्धमा ।

श्री जनकपुर उपमहानगरपालिका
श्री सिम्रौनगढ/दाप्चा काशिखण्ड/कार्यविनायक/टोखा/तानसेन नगरपालिका

स्थानीय शासन तथा सामुदायिक विकास कार्यक्रमबाट त्यस उप/नगरपालिकाहरूलाई सहर पुनर्उत्थान योजना (City Reinnoovation Plan) निर्माण तथा परीक्षणको निमित्त चालु आ.व. मा रु. ३३ लाख ३३ हजारको दरले अख्तियारी उपलब्ध गराइएकोमा सो रकम देहाय बमोजिम खर्च गर्नुहुन नेपाल सरकार (सचिवस्तर) को मिति २०७२/११/२३ को निर्णयानुसार अनुरोध छ ।

तपशिल

- नगरपालिकामा शहरी पुनर्उत्थान योजना कार्यान्वयनका लागि आवश्यक समन्वय र पृष्ठपोषणका लागि नगरपालिकामा देहाय बमोजिमको एक समन्वय समिति गठन गर्नुपर्नेछ :
 - संयोजक- कार्यकारी अधिकृत, नगरपालिका
 - सदस्य- इन्जिनियर, जिल्ला प्राविधिक कार्यालय
 - सदस्य- नगरपालिकाले तोकेको भवन डिभिजन कार्यालयको इन्जिनियर
 - सदस्य- नगरपालिकाले तोकेको पुरातत्वविद्
 - सदस्य सचिव- नगरपालिकाको इन्जिनियर
- उपलब्ध रकम मध्ये बढिमा रु. १० लाख यसै साथ संलग्न कार्यसूचिका आधारमा स्थानीय निकाय आर्थिक प्रशासन नियमावली, २०६४ बमोजिम खर्च गर्ने गरी परामर्शदातृ संस्था छनौट गरी विस्तृत City Renovation योजना निर्माण गर्न र बाँकी रकम सो योजनाको आधारमा निर्माण हुने पुराना शहरको पुनर्उत्थान सम्बन्धी पूर्वाधार विकासमा खर्च गर्नुपर्नेछ ।
- परामर्शदाता संस्था छनौट गर्दा सम्बन्धित जनशक्तिले कम्तिमा १ महिना कार्यस्थलमै रही कार्य गर्नुपर्ने व्यवस्था मिलाउनु पर्नेछ ।
- शहरी पुनर्उत्थान योजना निर्माण गर्नु अगाडि पुनर्उत्थान हुने क्षेत्रको सीमा निर्धारण गरी तोकिएको मापदण्डको आधारमा रही पुनर्उत्थान गर्ने कार्य अगाडि बढाउनु पर्नेछ ।



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(नगरपालिका योजना तथा व्यवस्थापन शाखा ख)

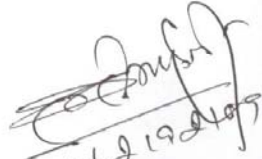
प.सं. २०७२/७३

च.नं.

५. शहरी पुनर्उत्थान कार्यको निमित्त पुनर्उत्थान हुने क्षेत्रका जनताको व्यापक सहभागितामा स्थानीय शहरी पुनर्उत्थान निर्देशन समिति गठन गर्नुपर्नेछ ।
६. शहरी पुनर्उत्थान योजना नगरपालिकाबाट स्वीकृत गराउनु पर्नेछ । योजना स्वीकृत गर्नु भन्दा अगाडि मन्त्रालयमा रहेको नगर यातायात गुरुयोजनाको गुणस्तर नियन्त्रण प्राविधिक समितिमा प्रस्तुतिकरण गरी समितिको पृष्ठपोषण लिनुपर्नेछ ।
७. शहरी पुनर्उत्थान सम्बन्धी परीक्षण कार्यक्रम कार्यान्वयन गर्दा ऐतिहासिक स्मारकहरुको हकमा यस सम्बन्धी प्रचलित कानूनले तोकेको मापदण्ड अनुसार र अन्य क्षेत्रको हकमा राष्ट्रिय भवन संहिता लगायतका यस सम्बन्धी मापदण्डको पालना गर्नुपर्नेछ ।
८. शहरी पुनर्उत्थान क्षेत्रमा नगरपालिकाले नेपाल सरकारबाट स्वीकृत भवन निर्माण तथा बस्ती विकासको मापदण्डको परिधि भित्र रही विशेष मापदण्ड लागु गर्न सक्नेछ ।
९. शहरी पुनर्उत्थान सम्बन्धी कार्य देहायका स्थानमा गर्नुपर्नेछ :
 - जनकपुर उपमहानगरपालिकाको जानकी मन्दिर परिसर
 - तानसेन नगरपालिकाको तानसेन बजार
 - दाप्चा काशिखण्ड नगरपालिकाको दाप्चा बजार
 - सिम्रौनगढको ऐतिहासिक सिम्रौनगढ क्षेत्र
 - टोखा नगरपालिकाको ऐतिहासिक टोखा बजार क्षेत्र
 - कार्यविनायक नगरपालिकाको खोकना क्षेत्र
१०. शहरी पुनर्उत्थान क्षेत्रमा तोकिएको मापदण्ड, आकार, गुणस्तर बमोजिम मात्र नगरपालिकाले पूर्वाधार निर्माण तथा विकास निर्माण गर्ने गराउने ।

बोधार्थ

श्री स्थानीय शासन तथा सामुदायिक विकास कार्यक्रम
कार्यक्रम समन्वय इकाई
काठमाडौं


०६९१९२५९९
तुल्सीराम मरासिनी
शाखा अधिकृत

City Renovation Plan

1. Context

Cultural heritage is the symbol of ancient civilization. Cultural heritage shows the traditional activities and development of the human civilization. Temples, statues, stone taps, ancient buildings etc. are our important cultural heritage. These assets are unique in themselves and define the identity of Municipalities. Therefore, they can attract people from many parts of the world.

So, the promotion and conservation of cultural and religious heritages is needed. The National Tourism Strategy Plan (2014-2023) aims at diversifying the country's tourism destinations. By **enhancing sites with great potential**, municipalities will create new destinations for national and international tourists.

However, some of the cultural and religious **heritage sites are damaged** by natural disasters, environment pollution and lack of proper maintenance. Thus, it felt necessary to have a long term renovation plan **for municipalities to take immediate measures** to preserve the heritages. The measures to be taken for conservation of cultural heritage include the timely restoration of ruined heritages without spoiling their originality and uniqueness, public participation for conservation and protection of sites, raising public awareness on importance of heritage, mobilization of the local, national and international organizations in the conservation of the religious and cultural assets by providing technical and financial supports.

These Terms of Reference have been drafted for the preparation of Renovation Plans, focusing the preservation of religious and cultural heritage of municipalities. These plans will include long term conservation and renovation actions as well as small scale projects the Municipality will implement in the short term.

2. Objective

The prime objective of this assignment is to prepare a City Renovation Plan for conserving and enhancing historical and cultural heritage site of the Municipality.

The specific objectives are:

- To prepare plan for standardization and beautification of streetscape of city core area of municipality
- To prepare plan for conservation, preservation & restoration of historical sites & built heritage for promoting tourism;
- To develop catalog of conservation and renovation projects with detail master plan, drawing, design and cost estimation

3. Scope and methodology

3.1 Inventory of cultural assets

- **Delimitation of the conservation area**

The Consultant will give recommendations to the Municipality on the perimeter/coverage of the Heritage Conservation Area if relevant. The Heritage Conservation Area must present a significant density of historical assets and tourism potential.

- **Mapping**

The Consultant will create a map of all the Municipality's historical and cultural assets such as: temples, palaces, façades, pools, ponds, fountains, public squares, courtyards, streets, bazaars, parks, statues, riverbanks, viewpoints, remarkable trees and rocks etc. The map will also include the perimeter of the proposed Heritage Conservation Area.

- **Assets potential analysis**

For each identified historical or cultural asset, the Consultant will provide a potential analysis with the following elements:

- Photo
- Type of asset (Building, public space, monument, natural landmark...)
- Description (size, shape, colors, materials...)
- Physical condition (good condition, superficial damage, structural damage, total destruction)
- Classification status according to the Department of Archaeology's inventory (national, regional, local importance or not part of the inventory).
- Historical background
- Topology, site plan and/or floor plan

- **Festivals and events**

The Consultant will provide a list of the main festivals and cultural events taking place in the Municipality and a description, including the origin of the festival, its unique character (if relevant), its location, date and duration, the estimated number, gender and geographical origin of participants and an account of the practices and rituals during the festival.

The Consultant will also analyze the attraction power of the festivals (international, national or local potential).

3.2 Action plan

- **Participatory project planning**

The Consultant will **work closely with the Steering Committee** to establish a list of actions to promote the Municipality's cultural heritage. A series of work sessions will take place with the Steering Committee and the Municipality's technical staff.

The Consultant is also expected to conduct **focus group discussions** with a diverse sample of men and women living in the Municipality's various wards to get a good understanding of the local population's priorities in terms of heritage conservation and promotion.

The participatory project planning will lead to a list of at least 8 projects. The Consultant will provide a brief description of each project, its estimated duration and cost.

All projects will **comply with the Ancient Monuments Preservation Rules (1989)**, especially article 4.5.1: *"While performing the maintenance and renovation of an ancient monument, it has to be performed or caused to be performed in a research oriented way and by preserving the originality, delicacy of the monuments and art and culture of the monument."* The projects will also follow the **National Building Code** regulations and municipal by-laws.

Expected projects include:

- Renovation or reconstruction of monuments: Temples, palaces, pools, statues and other monuments may need specific actions to repair the damages caused by time, pollution and disasters. Proposed projects will return the monuments to their original appearance, increase their resistance and improve the experience of visitors.
- Retrofitting of high value monuments: Even if they are currently in good condition, some monuments are very vulnerable to disasters. Propositions to strengthen their

structure will preserve their integrity in case of disaster and maintain the Municipality's potential.

- **Public space improvement:** Parks, squares and streets may need an intervention to enhance the Municipality's visitors' experience through beautification measures (paving, street furniture, wire management, façade restoration, landscaping...) and functional improvements (parking space, pedestrian areas, signage...).
- **Festival management:** The Consultant may propose specific measures to promote the Municipality's festivals and facilitate their organization. Recommendations may include: communication plan, temporary transportation management plan, underground wiring plan to allow chariots to circulate etc.
- **Tourism promotion:** These recommendations will aim at informing future tourists and travel agencies of the Municipality's potential and improve the experience of visitors in the area through brochures, specific itineraries and signage as well as multi-lingual information panels presenting the sites' historical background and renovation / reconstruction process.

- **Investment plan**

Based on the proposed list of projects, the Consultant will assist the Municipality in preparing an Investment Plan, including:

- Annual investment goals for the next 5 years
- Identified sources of funding (municipal taxes and fees, MoFALD grants, Ancient Monument Conservation Fund, private funds, international donors...)
- Expected returns

- **Project design**

In order to allow the Municipality to implement the recommended projects swiftly, the Consultant will carry out design and engineering studies for at least 3 of the planned projects. The projects must comply with the National Building Codes and municipal building by-laws.

The detailed design package will include:

- Cross-section
- Construction drawings
- Bill of quantities
- Construction schedule

Detailed designs must include at least one public space (street, square or park).

4. Team composition

S.N.	Key Personnel	No.	Time Period	Qualifying criteria
1	Team Leader	1	48 days (including 24 days in the field)	Master's degree in Architecture / Archeology / Urban planning / Geography or related field with relevant experience of 7 years after Master's Degree.
2	Historian / Archeologist	1	22 days (including 6 days in the field)	Minimum Master's degree in History / Architecture / History of Art or related field with 5 years of relevant experience after master

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				degree
3	Economist/Financial Analyst	1	20 days	Minimum Master's degree in Economics / Business studies or related field with 3 years of relevant experience after master degree
4	GIS Expert	1	12 days (including 6 days in the field)	Minimum Bachelor degree in Geo-information or related field with 3years experience after master degree
5	Civil Engineer	1	22 days (including 6 days in the field)	Bachelor degree in Civil Engineering with 3 years of relevant experience after Bachelor degree
6	Architect / Landscape designer	1	22 days (including 6 days in the field)	Bachelor degree in Architecture with 3 years of relevant experience after Bachelor degree
7	CAD draftsperson	1	15 days	Bachelor degree in Architecture with 1 year of relevant experience after Bachelor degree

5. Study calendar

The study will take a total of two months. For the duration of the study, the Team Leader is expected to spend 50% of his/her time in the Municipality to achieve close planning coordination with the municipal team.

CITY RENOVATION PLAN - STUDY CALENDAR									
Weeks	1	2	3	4	5	6	7	8	9
Preparation of inception report									
Consultant study: Mapping and Inventory									
Steering committee meeting									
Consultant study: Action Plan									
Steering committee meeting									

Additionally, after the validation of the final report by the Steering Committee, the Consultant will **present the Plan to a panel of Central Government stakeholders** (MoFALD, Department of Archaeology, Ministry of Culture, Tourism and Civil Aviation, DUDBC....)

6. Format and submission of the Plan

The City Renovation Plan shall be prepared in Nepali language.

The report shall follow the proposed template:

1. Executive Summary

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- 1.1 English Summary
- 1.2 Nepali Summary
2. Introduction
3. Methodology
4. Inventory
 - 4.1 Conservation area
 - 4.2 Map of assets
 - 4.3 Assets potential analysis
 - 4.4 Festival and events
5. Action Plan
 - 5.1 Priorities of the Municipality
 - 5.2 Priorities of the citizens
 - 5.3 Planned projects
 - 5.4 Detailed projects
6. References
 - 6.1 Bibliography
 - 6.2 Study participants
 - 6.3 Steering Committee members
7. Annexes
 - 7.1 Steering Committee meeting minutes
 - 7.2 Focus group meeting minutes
 - 7.3 Administrative and contractual documents

The final report shall be submitted in three color-printed copies duly signed and certified by the consultant, besides submission of draft in the CD-Rom.
The consultant will also transfer to the Municipality all GIS data, CAD data and photos gathered and produced for the planning study.

7. Mode of Payments

The Consultant may be paid in **three installments**. The first installment shall be paid after submission and acceptance of Inception report. Request for the payment shall be accompanied by the **Inception report**, which must present a detailed methodology for the study including team profiles and responsibilities, data collection strategy, participatory approach and study calendar.

The second installment shall be paid after submission and acceptance of the **Inventory report**. It shall include a presentation of the methodology, a map of the Municipality's asset, the analysis of their potential and a presentation of local festival and events.

The third installment shall be paid after submission and acceptance of the **Final Report**. It shall include the seven chapters described in section 6 of this document and incorporate the feedback provided by the Steering Committee during the Draft Report Presentation Meeting.

No. of Installment	Time period	Payment in % of Total Bid Amount	Report submitted by the consultant and accepted by
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March 2016

(Signature)



			Municipality
First	End of first week	20%	Inception report 3 set hard copies
Second	End of 5 th week	60%	Interim report 3 set hard copies
Third and final	End of 9 th week	20%	Draft-final report 3 set hard copies




March 2016

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[Signature]



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Weeks	1	2	3	4	5	6	7	8	9
Preparation of inception report									
Consultant study: Inventory of Assets									
Steering committee meeting									
Consultant study: Action Plan									
Steering committee meeting									
	Municipality tasks								
	Consultants tasks								

