



**Province Government  
Lumbini  
Ministry of Forests, Environment and Soil Conservation  
Terms of Reference (TOR)**

**वातावरणमैत्री साइकल प्रवर्धन कार्यक्रम**

**Environment-Friendly Cycle Promotion Programme**

**1. Introduction**

The Ministry of Forests, Environment and Soil Conservation (MOFESC), Lumbini Province, Nepal was established on March 14, 2018 and entrusted to focus on eco-tourism, forest and environment. The ministry is mandated to develop policies and programs for conservation and sustainable utilization of biodiversity within the jurisdiction of the province in collaboration with federal and local governments.

The MOFESC is playing a crucial role and is responsible for the development and management of the forest area of Lumbini Province. Forests cover about 45 percent of the total land area of the state. The responsibility of this ministry is to manage the forests in the territory of 12 districts and to promote the biodiversity of that area. Similarly, participation of community and local levels in the development of forest areas is also to be ensured for sustainable use of the resources. Enabling environment development and maintaining government in the forestry sector is another achievement in this field.

The Lumbini province predominantly covers a vast stretch of lowland in western Nepal, including mid-mountains in the north, consisting of a highly diverse landscape in terms of physiography, geology, climate and communities living in these landscapes. The province is the third largest and fourth most populous province in Nepal and borders Gandaki and Lumbini Provinces to the north, Sudurpaschim to the west and India to the south. Lumbini Province is one of the most important provinces in Nepal for biodiversity conservation due to its large size and elevational gradient. Currently, two national parks—Bardia National Park and Banke National Park—are situated within the province. These two protected areas cover lowland area, implying biases in existing conservation. In addition, Krishnasar Conservation area is also located in the province.

To achieve the objective of this province, the ministry is struggling to create an enabling environment through various means such as governance system preparation in the forestry sector, information management system development, and knowledge generation in the various sectors. Meanwhile, several tasks and works have been conceptualized to support in the forestry sector development and management of the forests.

Environmental management is also a major obligation of the Ministry. In this regard, very few management options have been recommended through policy and strategic documents; therefore, it is relevant to have a guideline to align the ideas of sustainable transport in the urban and semi-urban areas. The urban areas demand much environmental concern and also long term solutions for the environmental management.

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**सचिव**



Meantime, Nepal has made a commitment to achieving a net-zero emission by 2045 and increasing the share of clean energy in the country's energy demand to 15 per cent and forest cover to 45 per cent by 2030. Vehicles are major air polluters, which can be reduced through the better management of the public transport sector, promotion of clean vehicles and enforcing existing policies,

The MOFESC hereby invites expressions of interest with proposal, organization profile and budget from firms/organizations having experience in A Sustainable Urban Mobility Plan(SUMP) The task of consulting agencies to prepare SUMP Guidelines for Lumbini Province with special reference on Cycle friendly cities which contributes in environment-friendly cycle promotion.

## 2. Objectives

This assignment has been designed for the following objective;

- To identify and explore the mobility status of Lumbini province ( major urban and semi urban areas).
- To prepare and recommend a Sustainable Urban Management Plan ( SUMP) Guidelines for Lumbini Province with special reference on Cycle friendly cities.

## 3. Methods

### 3.1. Secondary Information Review

The consulting agency will do the necessary secondary information review Study of Regulation, acts and practices related with urban mobility/transport and environment including the Study of Learning Experience from different cities around the world on SUMP

### 3.2. Primary Information Collection

The consulting agency will lead on collecting primary information and visit 4 cities ( 2 main and 2 small ) do Feasibility study of sustainable mobility in the city- Taking a tour of the city, looking out for interventions to look out for different aspects of sustainable mobility.

- FGD with different stakeholders
- Safe and Unsafe location mapping ( Kids / Adult and Old Age )
- Accessibility Study for disable people
- Transect walk and cycling Study and Public Vehicle Review and Run Through

### 3.3. Coordination

The agency needs to coordinate with the different agency for the effectiveness of the assignment as follows;

- Focal person for the assignment
- Provincial Ministries ( Ministry of Physical Infrastructure; Ministry of Tourism, Urban and Rural Development and so on) and Directorate if needed
- Other relevant offices of the concern area
- Other related stakeholders including cycle clubs



### 3.4. Interaction with local municipality

- to find out the relationship of local government with the management of the local forest resource management.

### 3.5. Interaction with beneficiary CBOs/Committee

- Interaction on the management responsibilities and obliged accountability of the local institutions such as user committee and other relevant institutions if applicable.
- Capacities assessment for the future management of the resources .
- interactions with cycling clubs, commuters, school/college students, teachers
- Interactions with engineers association
- Interactions with other concerned groups (differently abled)
- Interaction with security institutions

## 4. Deliverables

A rapid assessment (study report) that identifies policy bottlenecks, opportunities, needful reforms to promote cycling as a cleaner mode of urban transport

- SUMP Guidelines for Lumbini Province.
- Reference Video and Communication Material
- Guidelines Implementation Plan : Advocacy and awareness campaign for adoption of cycle-friendly policies and programs and environment-friendly lifestyle choices for urban populations

## 5. Requirement of Agency interested in assignment:

- Registered with validity
- Registered in VAT
- Tax clearance
- Experience in the relevant assignments and profiling
- Experienced human resources

## 6. Mode of Payment

Contracted amount will be transferred/deposited in the bank account of the agency by the project in 3 installment basis by deducting 1.5% social security tax on the basis of VAT receipt submitted by the agency.

First installment: After contract made between MOFESC and the Agency as per the government prevailing rules up to 20 % of the agreement.

Second installment: After completion of field work (mid-term report)-30%

Third/Final installment: After the completion of the assignment accepted by MOFESC (Final Report) - 50%.

Or as per agreement.



## 7. Timeframe

The assignment should be carried out from February 2022 and accomplished by the end of June 2022.

## 8. Team Member

S. No	Team	Qualification & Experience	Working Days
1	Team Leader	Master's in communication with People Centric Design experience. Team leader must have 10 years experience working as team in different research field and Sustainable Urban Mobility Plan	25
2	Civil Engineer	Bachelor's in civil engineering with experience of 5 years, GIS and City planning experience	20
3	Information Collectors	10+2 in any discipline with working experience in mapping and ICT	20
4	Data / Information Management and Processors	Bachelor in any discipline have working experience on designing cycle cities and Sustainable Urban Mobility Plan	35