



RE-INVITATION OF REQUEST FOR PROPOSAL (RFP)

NAME & ADDRESS OF FIRM	DATE: June 1, 2022
	REFERENCE: NPL10-RFP12-2022

Dear Sir / Madam:

We kindly request you to submit your Proposal **to Prepare SDGs Voluntary Local Review (VLR) Report of Selected Municipalities in Nepal**. Please be guided by the form attached hereto as Annex 2, in preparing your Proposal.

Proposals may be submitted on or before **1700 hours (Nepal Standard Time), Thursday, June 21, 2022** and via UNDP eTendering module.

In case your company is not registered in the eTendering module, please use the following temporary username and password to register your company/firm: **Username: event.guest** and **Password: why2change**.

Bidders who will be registered on the e-tendering will be able to download the complete bidding documents from the e-tendering website at: <https://etendering.partneragencies.org> "Bidders can download the complete tender documentation from the e-Tendering upon registration".

Your Proposal must be expressed in the English, and valid for a minimum period of 90 days.

In the course of preparing your Proposal, it shall remain your responsibility to ensure that it reaches on or before the deadline. Proposals that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation.

Services proposed shall be reviewed and evaluated based on completeness and compliance of the Proposal and responsiveness with the requirements of the RFP and all other annexes providing details of UNDP requirements.

The Proposal that complies with all of the requirements, meets all the evaluation criteria and offers the best value for money shall be selected and awarded the contract. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price shall be re-computed by UNDP, and the unit price shall prevail, and the total price shall be corrected. If the Service Provider does not accept the final price based on UNDP's re-computation and correction of errors, its Proposal will be rejected.

No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the Proposal. At the time of Award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Contract or Purchase Order that will be issued as a result of this RFP shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a Proposal implies that the Service Provider accepts without question the General Terms and Conditions of UNDP, herein attached as Annex 3.

Please be advised that UNDP is not bound to accept any Proposal, nor award a contract or Purchase Order, nor be responsible for any costs associated with a Service Providers preparation and submission of a Proposal, regardless of the outcome or the manner of conducting the selection process.

UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a Purchase Order or Contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link:

<http://www.undp.org/content/undp/en/home/operations/procurement/business/protest-and-sanctions.html>

UNDP encourages every prospective Service Provider to prevent and avoid conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, cost estimates, and other information used in this RFP.

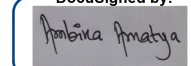
UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to preventing, identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its Service Providers to adhere to the UN Supplier Code of Conduct found in this link :

https://www.un.org/Depts/ptd/sites/www.un.org.Depts.ptd/files/files/attachment/page/pdf/unscoc/conduct_english.pdf

Thank you and we look forward to receiving your Proposal.

Sincerely yours,

DocuSigned by:



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Ambika Amatya
Head of Procurement
UNDP Nepal
6/1/2022

Annex 1

Description of Requirements

Context of the Requirement	<p>The federal government of Nepal has firm commitment for SDG implementation. It has published SDG roadmap 2030 and adopted a multi-stakeholder approach to encourage and facilitate partnerships between the government and other stakeholders like private sector, cooperatives, and non-government sector for SDG implementation. The government of Nepal produced two SDGs Voluntary National Review (VNR) reports in 2017 and 2019 as an act of SDGs monitoring and evaluation.</p> <p>Following the national SDGs Roadmap, all 7 provinces of Nepal have also developed their own SDGs baseline report with clear targets for 2030. SDGs are mainstreamed into the provincial level planning and programming systems. First Five-Year Periodic Development Plans of all provinces are good example of SDGs integration into the planning system at provincial level. While there has been some progress at federal and province level, very little has been done in integrating SDGs at local level including its integration into the local government's planning, budgeting, monitoring and governance structure. Though some of the local governments have reported that they have integrated SDGs into their periodic plan and budget, it is not clearly known the level of SDGs integration into the local level planning and budgeting systems. Success of SDG implementation is not possible in Nepal unless it is fully mainstreamed into the local governments policy and programs. Most of the service delivery programs in Nepal like basic health, school level education, agriculture and livestock extension, basic agriculture, small scale infrastructures and social welfare programs fall under the jurisdiction of local governments. In this context, it has been rationale to provide TA for preparing model SDG report of selected local government of Nepal so that other local governments can replicate the model.</p>
Implementing Partner of UNDP	N/A
Brief Description of the Required Services	Prepare SDGs Voluntary Local Review (VLR) Report of Selected Municipalities in Nepal
List and Description of Expected Outputs to be Delivered	As mentioned in the ToR
Person to Supervise the Work/Performance of the Service Provider	SDG Advisor
Frequency of Reporting	<i>As needed and mentioned in the ToR</i>

Progress Reporting Requirements	<i>As needed and mentioned in the ToR</i>
Location of work	<input checked="" type="checkbox"/> At Contractor's Location
Expected duration of work	75 days spread over 4 months.
Target start date	01 July 2022
Latest completion date	31 October 2022
Travels Expected	As per the ToR
Special Security Requirements	N/A
Facilities to be Provided by UNDP (i.e., must be excluded from Price Proposal)	N/A <input type="checkbox"/>
Implementation Schedule indicating breakdown and timing of activities/sub-activities	<input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required
Company Registration Certificate	<input checked="" type="checkbox"/> Required
Company Profile	<input checked="" type="checkbox"/> Required
Latest Tax Clearance Certificate	<input checked="" type="checkbox"/> Required
VAT/PAN Registration	<input checked="" type="checkbox"/> Required (in case of the companies and firms)
List of projects completed (please indicate contract value and duration)	<input checked="" type="checkbox"/> Required
List of major clients with detailed contact	<input checked="" type="checkbox"/> Required

address for last two years											
Names and curriculum vitae of individuals who will be involved in completing the services	<input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required										
Currency of Proposal	<input checked="" type="checkbox"/> Local Currency <i>Nepalese Rupees or USD</i>										
Value Added Tax on Price Proposal	<input checked="" type="checkbox"/> must be inclusive of VAT and other applicable indirect taxes (if any) <input type="checkbox"/> must be exclusive of VAT and other applicable indirect taxes										
Validity Period of Proposals (Counting for the last day of submission of quotes)	<input type="checkbox"/> 60 days <input checked="" type="checkbox"/> 90 days <input type="checkbox"/> 120 days In exceptional circumstances, UNDP may request the Proposer to extend the validity of the Proposal beyond what has been initially indicated in this RFP. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Proposal.										
Partial Quotes	<input checked="" type="checkbox"/> Not permitted										
Payment Terms	<table border="1"> <thead> <tr> <th>Outputs</th><th>%</th><th>Condition for Payment Release</th></tr> </thead> <tbody> <tr> <td>Upon submission of the Inception reports – of all 14 sample local governments separately with methodology and detail table of content of the report.</td><td>20%</td><td rowspan="3"> Within thirty (30) days from the date of meeting the following conditions: a) UNDP's written acceptance (i.e., not mere receipt) of the quality of the outputs; and b) Receipt of invoice from the Service Provider. </td></tr> <tr> <td>Upon submission of the Draft SDGs reports – 14 detail SDG Voluntary Local Review (VLR) draft reports separately.</td><td>30%</td></tr> <tr> <td>Upon submission of the Final SDG Voluntary Local Review Reports in Nepali language- 14 final SDG Voluntary Local Review Reports separately in Nepal language with adjusted comments and suggestions given by the local government, MoFAGA, UNDP and other</td><td>50%</td></tr> </tbody> </table>	Outputs	%	Condition for Payment Release	Upon submission of the Inception reports – of all 14 sample local governments separately with methodology and detail table of content of the report.	20%	Within thirty (30) days from the date of meeting the following conditions: a) UNDP's written acceptance (i.e., not mere receipt) of the quality of the outputs; and b) Receipt of invoice from the Service Provider.	Upon submission of the Draft SDGs reports – 14 detail SDG Voluntary Local Review (VLR) draft reports separately.	30%	Upon submission of the Final SDG Voluntary Local Review Reports in Nepali language - 14 final SDG Voluntary Local Review Reports separately in Nepal language with adjusted comments and suggestions given by the local government, MoFAGA, UNDP and other	50%
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	stakeholders. They will be grammatically correct in Nepali language in printable form.		
Person(s) to review/inspect/ approve outputs/completed services and authorize the disbursement of payment	Policy Advisor		
Type of Contract to be Signed	<input type="checkbox"/> Purchase Order <input checked="" type="checkbox"/> Contract Face Sheet (Goods and-or Services) UNDP		
Criteria for Contract Award	<input checked="" type="checkbox"/> Highest Combined Score (based on the 70% technical offer and 30% price weight distribution) <input checked="" type="checkbox"/> Full acceptance of the UNDP Contract General Terms and Conditions (GTC). This is a mandatory criterion and cannot be deleted regardless of the nature of services required. Non-acceptance of the GTC may be grounds for the rejection of the Proposal.		
Criteria for the Assessment of Proposal	<p><u>Technical Proposal (70%) – 700 points</u></p> <input checked="" type="checkbox"/> Expertise of the Firm [175 points] <input checked="" type="checkbox"/> Methodology, Its Appropriateness to the Condition and Timeliness of the Implementation Plan (Proposed work plane and approach) [315 points] <input checked="" type="checkbox"/> Management Structure and Qualification of Key Personnel [210 points]		
	<p><u>Financial Proposal (30%) – 300 points</u></p> <p>To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNDP.</p>		

¹ Minimum of one (1) year period and may be extended up to a maximum of three (3) years subject to satisfactory performance evaluation

UNDP will award the contract to:	<input checked="" type="checkbox"/> One and only one Service Provider
Contract General Terms and Conditions ²	<input checked="" type="checkbox"/> General Terms and Conditions for contracts (goods and/or services) Applicable Terms and Conditions are available at: http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
Annexes to this RFP	<input checked="" type="checkbox"/> Form for Submission of Proposal (Annex 2) <input checked="" type="checkbox"/> General Terms and Conditions (Annex 3) <input checked="" type="checkbox"/> Detailed TOR (Annex 4)
Contact Person for Inquiries (Written inquiries only) ³	<p><i>UNDP Nepal</i> <i>Procurement Unit</i> query.procurement.np@undp.org</p> <p>Written inquiries must be submitted mentioning RFP Ref: NPL10-RFP12-2022, before seven days of submission deadline. UNDP shall respond to the inquiries by posting queries and responses in UNDP Website: http://np.undp.org/content/nepal/en/home/procurement.html. Inquiries received after the above date and time shall not be entertained.</p> <p>Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.</p>

² Service Providers are alerted that non-acceptance of the terms of the General Terms and Conditions (GTC) may be grounds for disqualification from this procurement process.

³ This contact person and address is officially designated by UNDP. If inquiries are sent to other person/s or address/es, even if they are UNDP staff, UNDP shall have no obligation to respond nor can UNDP confirm that the query was received.

Other Information <i>[pls. specify]</i>	<p>The Financial evaluation will be carried out only for the technically qualified submission that pass the minimum technical score of 70% (490 points) of the obtainable score of 700 points in the evaluation of the technical proposals.</p> <p>The Financial Proposal and the Technical Proposal MUST BE SUBMITTED SEPARATELY. The Financial Proposal must be submitted as per the form provided in the solicitation document. Financial proposal must be submitted as a separate <u>file encrypted with a password</u>. None of the financial proposal data is disclosed in other documents of submission. UNDP shall request password for opening of Financial Proposal only from the Technically qualified proposers. The Proposer shall assume the responsibility for not encrypting the financial proposal. Failing to submit the Financial Proposals as per the instruction mentioned above will be treated as non-responsive.</p> <p>DO NOT DISCLOSE YOUR PRICE IN THE LINE ITEMS. YOU MUST PUT PRICE AS 1 (ONE) AND PROVIDE THE FINANCIAL PROPOSAL AS ENCRYPTED FILE.</p>
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Proposed Technical Evaluation Criteria:

Summary of Technical Proposal Evaluation Forms		Score Weight	Points Obtainable
1	Expertise of firm/Organization submitting proposal	25%	175
2	Proposed Work Plan and Approach	45%	315
3	Personnel	30%	210
	Total	100%	700

I. Expertise of firm / organization submitting proposal (Points obtainable 175 Points)	
1.1 Reputation of Organization and Staff (Competence / Reliability)	15
1.2 Litigation and Arbitration history (PAN and Vat certificate, audit report, annual progress report, organizational profile etc)	10
1.3 General Organizational Capability which is likely to affect implementation (i.e. loose consortium, holding company or one firm, size of the firm / organization, strength of project management support e.g. project financing capacity and project management controls)	35
1.4 Extent to which any work would be subcontracted (subcontracting carries additional risks which may affect project implementation, but properly done it offers a chance to access specialized skills.	10
1.5 Quality assurance procedures, warranty	15

Sub total (1.1 to 1.5)	85
1.6 Relevance of:	
- Specialized Knowledge in SDGs	20
- Experience on Similar Programmed / Projects	35
- Experience on SDGs Projects in Nepal/Region	15
- Work for UNDP/ major multilateral/ or bilateral programmed	20
Sub Total for 1.6	90
Total for Expertise of firm / organization submitting proposal (I)	175
II. Proposed Work Plan and Approach (Points obtainable 315 Points)	
2.1 To what degree does the Offeror understand the SDG VLR report preparation task?	35
2.2 Have the important aspects of the task been addressed in sufficient detail?	20
2.3 Are the different components of the SDG VLR report preparation adequately weighted relative to one another?	15
2.4 Is there evidence that the proposal been prepared based on an in-depth understanding and prior SDG knowledge of the project environment?	35
2.5 Is the conceptual framework adopted appropriate for the task?	35
2.6 Is the scope of task well defined and does it correspond to the TOR?	70
2.7 Is the presentation clear and is the sequence of activities and the planning logical, realistic and promise efficient implementation to the project?	105
Total for Proposed Work Plan and Approach (II)	315
III. Personnel (Points obtainable 210 Points)	
3.1 Team Leader	
National and International Experience in SDGs or similar programs	20
Experience in managing research processes at sub-national level, and policy-oriented research.	20
Professional experience and substantive knowledge specialization: SDG mainstreaming into the local level planning, budgeting etc.	20
Knowledge of SDG VLR report preparation	30
Language Qualifications (Able to write SDG VLR report in Nepali Language)	20
Sub Total for Team Leader	110
3.2 Strategy Planner/ Advisor	
General Qualification	15
Experience in conducting policy-oriented research (Data analysis)	10
Professional Experience in the area of specialization (Large size project/program data analysis)	5
Knowledge of Nepal/ region	15
Language Qualification (Able to write report in Nepali language)	5
Sub Total for Strategy Planner/ Advisor	50
3.3 Team Member	
General Qualification	15
Experience in conducting policy-oriented research	10
Professional Experience in the area of SDGs	5

Knowledge of Nepal/region	15
Language Qualification (Able to write report in Nepali language)	5
Sub Total for Team Member	50
Total for Personnel (III)	210
Grand Total (I+II+III)	700

Annex 2

FORM FOR SUBMITTING SERVICE PROVIDER'S PROPOSAL⁴

(This Form must be submitted only using the Service Provider's Official Letterhead/Stationery⁵)

[insert: Location].

[insert: Date]

To: [insert: Name and Address of UNDP focal point]

Dear Sir/Madam:

We, the undersigned, hereby offer to render the following services to UNDP in conformity with the requirements defined in the RFP dated [specify date], and all of its attachments, as well as the provisions of the UNDP General Contract Terms and Conditions :

A. Qualifications of the Service Provider

The Service Provider must describe and explain how and why they are the best entity that can deliver the requirements of UNDP by indicating the following :

a) Profile – describing the nature of business, field of expertise, licenses, certifications, accreditations;

⁴ This serves as a guide to the Service Provider in preparing the Proposal.

⁵ Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

- b) *Business Licenses – Registration Papers, Tax Payment Certification, etc.*
- c) *Latest Audited Financial Statement – income statement and balance sheet to indicate its financial stability, liquidity, credit standing, and market reputation, etc. ;*
- d) *Track Record – list of clients for similar services as those required by UNDP, indicating description of contract scope, contract duration, contract value, contract references;*
- e) *Certificates and Accreditation – including Quality Certificates, Patent Registrations, Environmental Sustainability Certificates, etc.*
- f) *Written Self-Declaration that the company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List.*

B. Proposed Methodology for the Completion of Services

The Service Provider must describe how it will address/deliver the demands of the RFP; providing a detailed description of the essential performance characteristics, reporting conditions and quality assurance mechanisms that will be put in place, while demonstrating that the proposed methodology will be appropriate to the local conditions and context of the work.

C. Qualifications of Key Personnel

If required by the RFP, the Service Provider must provide :

- a) *Names and qualifications of the key personnel that will perform the services indicating who is Team Leader, who are supporting, etc.;*
- b) *CVs demonstrating qualifications must be submitted if required by the RFP; and*
- c) *Written confirmation from each personnel that they are available for the entire duration of the contract.*

D. Cost Breakdown per Deliverable*

	Deliverables <i>[list them as referred to in the RFP]</i>	Percentage of Total Price <i>(Weight for payment)</i>	Price <i>(Lump Sum, All Inclusive)</i>
1	Upon submission of the Inception report -14 sample local governments separately with methodology and detail table of content of the report.	20%	
2	Upon submission of the Draft SDGs reports – 14 detail SDG Voluntary Local Review (VLR) draft reports separately.	30%	
3	Upon submission of the Final SDG Voluntary Local Review Reports in Nepali language- 14 final SDG Voluntary Local Review Reports separately in Nepal language with adjusted comments and	50%	

	suggestions given by the local government, MoFAGA, UNDP and other stakeholders. They will be grammatically correct in Nepali language in printable form.		
	Total	100%	

**This shall be the basis of the payment tranches*

E. **Cost Breakdown by Cost Component: *[This is only an Example]***

Description of Activity	Remuneration per Unit of Time	Total Period of Engagement	No. of Personnel	Total Rate
I. Personnel Services				
Team leader		75	1	
Strategic Planner/Advisor		42	1	
Team member		70	1	
II. Out of Pocket Expenses				
1. Travel Costs	Lumpsum	1		
2. Daily Allowance (98 days approx.)	Lumpsum	1		
3. Communications	Lumpsum			
4. Others				
III. Other Related Costs (Pls specify)				
Total				
VAT 13%				
TOTAL WITH VAT				

*[Name and Signature of the Service Provider's
Authorized Person]
[Designation]
[Date]*



Annex 3

General Terms and Conditions of Contract

<http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html>

Annex 4

Terms of Reference (ToR)
To Prepare SDGs Voluntary Local Review (VLR) Report of Selected Municipalities in Nepal

Type:	Firm Contract
Location:	Lalitpur, Nepal
Project:	Reorienting Public Finance for SDGs Acceleration and Leveraging Additional Resources in Nepal
Duration:	75 days spread over 4 months

1. Background

The 2030 Agenda for sustainable development is a global blueprint of 5 Ps including the planet, people, prosperity, peace, and partnership with a global commitment of “no one is left behind”.

This is a commitment of all respective governments, businesses, media, education institutions, cooperatives, local NGOs, and civil societies to improve the lives of the people in their country and tertiary by the year 2030. The SDGs have 17 goals, 169 targets and 232 internationally agreed indicators. SDGs basically emphasize on: to eliminate poverty, erase hunger, establish good health and well-being, provide quality education, enforce gender equality, improve clean water and sanitation, grow affordable and clean energy, create decent work and economic growth, increase industry, innovation, and infrastructure, reduce inequality, mobilize sustainable cities and communities, influence responsible consumption and production, organize climate action, develop life below water, advance life on land, guarantee peace, justice, and strong institutions and build partnerships to implement the SDGs.

Federal, provincial, and local governments of Nepal respond to sustainable development 2030 agendas in one way or another. Many aspects of health, poverty, education, security, environment, governance, infrastructures, and economic development are addressed in national and sub-national level policy, planning, budgeting, and accountability frameworks. The SDGs aims to bring all systems of governance into a comprehensive, structured, and measurable dimension to national and sub-national level development goals. The SDGs aim to help governments in improving cooperation between their ministries and to design and build more coherent public policies and programs.

Nepal is one of the pioneer SDGs signatory countries in the world. It has demonstrated its firm commitment to plan, implement, monitor, and evaluate the SDGs across all development sectors of the economy. Nepal has developed SDGs Preliminary Report in 2015, Sustainable Development Goals, Status and Roadmap 2016-2030 in 2018, Needs Assessment, Costing and Financing Strategy for SDGs in 2018 and SDGs Localization Guidelines in 2020. It has adopted 16 goals except goal 14, developed 159 targets and 479 indicators for SDGs progress monitoring. SDGs are mainstreamed into national plans and policies. Guided by the overarching national aspiration of ‘Prosperous Nepal and Happy Nepali’, the 15th Periodic Development Plan (2019/20-2023/24) has mainstreamed the SDGs. The 25 Year Long-Term Vision 2100 also internalizes the goals, targets, and milestones of the 2030 agenda. Specific SDGs codes are assigned for all national development programs through Medium Term Expenditure Framework. The federal government of Nepal adopted a multi-stakeholder approach to encourage and facilitate partnerships between the government and other stakeholders like private sector, cooperatives, and non-government sector. It has formed a high-level Steering Committee chaired by the Rt. Honorable Prime Minister, SDGs Coordination Committee chaired by the Vice-chairperson of the National Planning Commission (NPC) and thematic SDGs monitoring committees chaired by the NPC members to support SDG implementation. The high level two committees are responsible to provide oversight and political direction for incorporating the SDGs into government plans, policies and budgets and thematic committees are responsible for SDGs monitoring and evaluation across all development sectors. The government of Nepal produced two SDGs Voluntary National Review (VNR) reports in 2017 and 2019 as an act of SDGs monitoring and evaluation.

Following the national SDGs Roadmap, all 7 provinces of Nepal have also developed their own SDGs baseline report with clear targets for 2030. SDGs are mainstreamed into the provincial level planning and programming systems. First Five-Year Periodic Development Plans of all provinces are good example of SDGs integration into the planning system at provincial level. The Office of the Prime-minister and the Council of Ministers suggested the provincial governments to replicate the SDGs committees in the province. Accordingly, Provincial level SDGs Steering Committee is formed under the leadership of the Chief Minister and SDGs Coordination Committee under the leadership of the Vice-chairperson of the provincial Policy and Planning Commission. These committees have oversight role in SDGs implementation at provincial level.

While there has been some progress at federal and province level, very little has been done in integrating SDGs at local level including its integration in local government's planning, budgeting, monitoring and governance structure.

Major achievements and challenges in SDGs implementation in Nepal

Nepal already spent six years in SDGs implementation. An assessment on SDGs implementation over the last four years (2016-2019) exhibits mixed results. The incidence of poverty has been dropped to 18.7 (SDG1) and prevalence of underweight, stunting and wasting among children under 5 years of age has decreased significantly (SDG2). Infant mortality, maternal mortality, and child mortality rates have been reduced gradually (SDG3). The gross enrolments in basic and secondary level education stood at 93% and 46% against the 2019 targets of 98.5% and 72% respectively (SDG4). The gender parity index in enrollment for secondary level (Grades 9-12) set for 2019 has been achieved (SDG5). Similarly, over 90% of the population has access to drinking water and about 99% has access to basic sanitation facilities (SDG6). Over 88% of the population has access to electricity and the target of per capita electricity consumption set for 2019 has been achieved (SDG7). In 2019, annual economic growth rate was 6.9% and per capita income increased to USD 1,051 (SDG8). The road density is 0.54 against the 2019 target of 1.3. Manufacturing sector employment as a proportion of total employment has increased to 15.1% against the target of 8.3 for 2019. However, share of industry in GDP is only about 15.1% against the target of 17.7 (SDG9). However, reducing the income and consumption inequality remains a challenge (SDG10). The households living in safe houses reached 40% against the 2019 target of 37.8%. Against the target of 23 planned new cities; 27 have been established by 2019 (SDG11). The target for the use of plastics (per capita in gram per day) and land use for agricultural production (cereal as percentage of cultivated land) set for 2019 has also been achieved (SDG12). Likewise, the 2019 targets related to preparation of local and community level adaptation plan have been achieved (SDG13). The forest under community-based management has reached 42.7% against the target of 39.8% for 2019. The target for protected areas which was set at 23.3% has also been achieved (SDG15). The Rule of Law and Voice and Accountability indicators for Nepal show better performance compared to the previous years (SDG16). Internet density (per 100 person) reached 65.9% in 2019 exceeding the target of 65% (SDG17).

Despite the above-mentioned achievements, SDGs implementation in Nepal has many challenges. There is still a huge gap in financing the SDGs to achieve the set targets for 2030. The socio-economic shock of COVID-19 has caused unprecedented disruption in transportation, service sector, tourism, hospitality industry, revenue, and remittances. The fallout will be in the areas of income, poverty, employment, and economic growth, while the existing financing gap could be widened further. This will have a direct bearing on Nepal's ambition for smooth and sustainable graduation of LDC by 2026.

In the federal context, the central government's role is to formulate policies and to generate resources, while implementation is the responsibility of the provincial and local governments. There are organizational structures at national and provincial level for SDGs implementation. Till now, there is no clear SDGs structure at local level. How should local governments integrate the SDGs? How should the SDGs be reflected in local level planning and budgeting processes? With very little knowledge about the SDGs among the elected people's representatives and staff of local government, efforts on SDGs localization have been inadequate including the availability of necessary tools and guidelines to inform local level planning.

Another challenge is the availability of data, including disaggregated data at local level. Planning at local level is being done primarily using outdated data. Responding to the principle of 'leave no one is left behind' requires disaggregated data for all sectors and at all levels. The existing surveys carried out by federal government of Nepal do not sufficiently respond to the data needs required to monitor SDGs periodically. To achieve 2030 SDG targets, there is a need for enhanced coordination and synergy between all three levels of governments to ensure policy coherence, localization, integration of SDGs into the development plans, resource mobilization and the establishment of a good monitoring system.

2. Rationale

Federal democratic and republic Constitution (2015) of Nepal, restructured the nation into 753 municipalities, 77 districts and 7 provinces. The Constitution has made the local municipalities (Urban and rural) responsible for most of the basic service delivery to the people. As a result, most of the SDG related interventions are undertaken by local authorities. The SDGs Needs Assessment, Costing and Financing Strategy Report has estimated about NPR 2025 billion investment requirement per year for SDG interventions and there is an annual financing gap of NPR 585 billion in Nepal. Therefore, there is a need for effective and active involvements of local governments in SDGs mainstreaming into their planning and budgeting systems for greater achievement.

The Constitution has made the local municipalities (Urban and rural) responsible for most of the basic service delivery like basic health, school level education, agriculture, and livestock extension, drinking water, sanitation, small scale infrastructures like road, irrigation channel, housing and other services to the people. As a result, most of the SDG related interventions are undertaken by local governments. Role of local governments (LGs) is very important to implement the SDGs.

Yet most of the local governments do not have their periodic development plans aligned with 2030 Agenda. All elected people's representatives are not fully aware about the SDGs. Realizing the important role of local municipalities in SDGs implementation at local level, clear guidance and technical backstopping from federal and provincial governments is essential. In this context, technical support from a consulting firm is felt necessary to review the current situation of SDGs in selected municipalities and help them to prepare their SDG Voluntary Local Review (VLR) Report.

Preparation of SDG VLR reports are important because they focus on three key aspects of the VLR process: first, the stakeholder engagement process following the SDGs motto of leaving no one behind; and second, their relation to the provincial and national review process of the SDGs or Voluntary National Review (VNR). Third, the VLR report helps to re-enforce the SDGs implementation at local level.

3. Objective of this Consultancy

Main objective of this work is to prepare **SDG Voluntary Local Review (VLR) Report** of 14 selected municipalities (two in each province) in Nepal and help them to mainstream the SDGs into their planning and budgeting systems.

4. Scope of Work of this Consultancy

Scope of work of this consultancy are as follows:

- A. Review the scope of work of local governments pertaining in the absolute rights of local government in Schedule 8 and concurrence rights of the local, provincial and federal governments in Schedule 9 of the Constitution of Nepal 1972, Un-bundling Report 2073, Local Government Operation Act 2074, Inter-government Fiscal Transfer Act 2074, Fiscal Procedure and Financial Accountability Act 2076, and Standard for Plan Classification 2076 etc. and their alignment with SDGs.
- B. Review the guidelines and directives prepared in Nepal by federal, provincial, and local governments or SDGs localization at municipality level and their use.
- C. Analyze the national and international best practices adopted in SDGs localization at municipality level specially in planning and budgeting systems, periodic development plan, medium-term expenditure framework, sectoral plans, and annual work plan of the local governments.
- D. Review the analyze which SDG goal is contributing effectively to local development and the synergy and complementarity among the Sustainable Development Goals at local level.
- E. Analyze the income and expenditure pattern of sampled local governments in last five years. Also analyze the expenditure pattern by SDGs goals to understand the priority of local governments among different SDGs goals in resource allocation.
- F. Identify innovative programs and activities implemented by local governments to achieve the SDGs goals with enhanced synergy.
- G. Take stock of the progress made against SDGs goals, targets, and indicators with special

attention on scope of work of local governments e.g., basic health, basic and school level education, water and sanitation, electrification, social and environmental protection, small scale infrastructure and economic development.

- H. Collect baseline information of SDGs targets and indicators of selected local governments and the progress till 2021.
- I. Analyze the institutional set up from SDGs perspective.
- J. Prepare **SDG Voluntary Local Review (VLR) Report** of selected local governments with status and future targets harmonizing with national and provincial targets (See annex 2 for table of content of the VLR report). This report will have a roadmap to accelerate SDGs at local level (Annex 3).
- K. The final VLR report will suggest local governments on:
 - SDG based planning and budgetary processes for local governments
 - Local factors helping/affecting to achieve the SDGs targets and indicators
 - Reprioritization of resources and resource base
 - Resource mobilization and financing strategies to achieve the SDGs targets and indicators
 - Harmonization between short term, medium term and long-term results of the development interventions
 - Incentive mechanism to local governments to achieve the SDGs
 - Partnership of local government with community, civil society, private sector, provincial and federal governments and development partners for resources required for SDGs implementation
- L. The firm should depute at least two expert consultants (Team leader and member) and one strategic planner/advisor for municipalities to prepare the SDGs Voluntary Local Review Report (VLR). The experts will visit each assigned municipality for information collection, literature review, interview, discussion and presentation of the draft reports. The expert will work in close coordination with the Chief Administrative Officer of the municipality and UNDP. The Strategic Planner/Advisor will design VLR report framework, check consistency of data and ensure quality of the report.
- M. Present the draft SDGs Voluntary Local Review (VLR) draft report individually to respective local government and collect their feedbacks and suggestions for improvement. In addition, collect suggestions and feedbacks from the Ministry of Federal Affairs and General Administration (MoFAGA), Provincial Planning Commission of respective province, UNDP, and other relevant development partners.
- N. Finalize the SDG Voluntary Local Review (VLR) Reports incorporating the suggestions and feedbacks provided by the respective local government, MoFAGA and UNDP “Reorienting Public Finance for SDGs Acceleration and Leveraging Additional Resources in Nepal” Project.
- O. Submit the final SDG Voluntary Local Review (VLR) Report in refined Nepali language (Unicode Kalimati Font) in a printable form to “Reorienting Public Finance for SDGs Acceleration and Leveraging Additional Resources in Nepal” Project and respective local government.

5. Methodology

The consulting firm will adopt following methodology:

- Discuss with key stakeholders and informants and identify the best practices developed by local governments in SDGs integration into their planning and budgeting systems and recommend the list replicable in other areas.
- Review relevant documents of each sample local government including profile, rules and regulations, policy, strategy, periodic development plan, annual program, budget and program and financial progress report, and other SDGs related study, guidelines, directives, and law for information.
- Review the progress of sample local governments on SDGs implementation by goals, targets, and indicators, if SDGs benchmark and targets are set either in separate SDGs baseline report or integrated into the periodic development plan.
- Collect required information to prepare SDG Voluntary Local Review (VLR) Report of selected sample local governments, if they have not either separate SDGs baseline report or SDGs integrated into the periodic development plan. Relevant baseline information about the SDG goals, targets and indicators can be collected from primary and secondary sources. Secondary sources include the municipal profile, annual progress report, study report, administrative data developed and stored by the local government, provincial profile, publication of the Provincial Planning Commission, Office of the Chief Minister and the Council of Ministers, published and unpublished data generated and stored by the Central Bureau of Statistics, National Commission for Natural Resources and Fiscal Transfer, National Planning Commission and federal and provincial Finance Ministries.
- Conduct key informant interview (KII) with local level people's representatives, staff members working in the municipalities and other stakeholders, conduct focus group discussions and survey selected institutions for primary information required to set up the baseline for 2022 and targets for 2025 and 2030.
- Triangulate the information collected from secondary sources, key informant interview, focus group discussion and administrative data generated and stored by the local governments and other stakeholders.
- Develop detailed methodology and techniques to prepare the SDG Voluntary Local Review (VLR) Report and described in the inception report.

6. Deliverables of this consultancy

Main deliverables of this consultancy will be as follows:

- Inception reports**— of all 14 sample local governments separately with methodology and detail table of content of the report.
- Draft SDGs reports** – 14 detail SDG Voluntary Local Review (VLR) draft reports separately
- Final SDG Voluntary Local Review Reports in Nepali language**- 14 final SDG Voluntary Local Review Reports separately in Nepal language with adjusted comments and suggestions given by the local government, MoFAGA, UNDP and other stakeholders. They will be grammatically correct in Nepali language in printable form.

7. Working arrangement

The consulting firm will work on its own computers and use office spaces for this purpose. The “Reorienting Public Finance for SDGs Acceleration and Leveraging Additional Resources in Nepal Project” will coordinate with sample

local governments through MoFAGA and PLGSP and provide general support for this work. Under the overall guidance of the MoFAGA and UNDP, the consulting firm will report to the SDGs Advisor of Reorienting Public Finance for SDGs Acceleration and Leveraging Additional Resources in Nepal.

The financial proposal should be inclusive of all costs required to accomplish this assignment. This may comprise the cost of the experts, travel cost outside of Kathmandu (estimated 7 days in each sample municipalities) as well as other logistical costs associated with the assignment. UNDP/ Reorienting Public Finance for SDGs Acceleration and Leveraging Additional Resources in Nepal project will not bear any additional cost other than contract amount.

8. Timeframe

Total time of this consultancy will be 75 days spread over four months. The time for team members will be as follows:

- Team leader 75 days (Office and municipality)
- Strategic Planner/Advisor 42 days (Office for preparing framework and quality assurance of the reports)
- Team member 70 days (Office and municipality)

9. Experience and qualification of the consulting firm

- The consulting firm should have excellent track record in consultancy services and readily available annual audit and progress reports, PAN and VAT registration certificates, and organizational profile.
- The consulting firm should have at least 2-year experience in SDG based project/program evaluation, conducting baseline survey, research, and program planning.
- The firm should have capacity to deploy at least three experts including, one Team Leader, one Strategic Planner/Advisor and a team member to prepare SDG Voluntary Local Review Report of sample municipality. The experts should have qualifications and experiences as mentioned in section 10 of this ToR.
- The firm should have enough resources like laptop, computer, printer, camera and working space etc. for the experts.
- Annual financial transaction of over NPR 10 million is preferable.

10. Qualifications and Experiences of the Team Leader, Strategic Planner/Advisor and Team Member

A. Team Leader

- At least Master's degree in statistics, economic or other relevant social science
- 7-year experience in large size project/program planning, monitoring, and evaluation
- Experience as a team leader or member in two SDG related project/program planning, monitoring, and evaluation work
- Prudent knowledge on SDGs indicators, SDGs implementation process, and local government functional systems
- Excellent knowledge on local government report preparation process
- Excellent knowledge data generation, storage, processing, analysis system of Nepal in general and local governments in particular
- Ability to guide team member in SDGs Voluntary Local Review report writing
- Knowledge to harmonize the municipal SDGs targets and indicators with provincial and national SDGs targets
- Able to write fluently and grammatically correct VLR report in Nepali language, Unicode Kalimati font

- Excellent knowledge in power point preparation, presentation, feedback collection and revision of the VLR report based on suggestions and feedback.

B. Strategic Planner/Advisor

- At least Master's degree in statistics, economic or development planning
- 5-year experience in large size project/program data management
- Experience as a team leader/ member in two SDG related project/program planning, SDG costing, monitoring, and evaluation
- Excellent skill in preparing SDG national VNR and local VLR report preparation framework
- Prudent knowledge on SDGs indicators, their computation and analysis
- Excellent knowledge data generation, storage, processing, analysis system of local government in Nepal
- Excellent knowledge to accommodate the suggestions and feedbacks of the stakeholders on draft report
- Able to write fluently and grammatically correct VLR report in Nepali language, Unicode Kalimati font.
- Excellent skills in editing and ensuring quality of the report.

C. Team Member

- Master's degree in economics, statistics, or development planning
- 5 years of work experience in SDG related project and program planning, monitoring, and evaluation in Nepal
- Experience as a team leader or member in two SDG related project/program planning, SDG costing, monitoring, and evaluation
- Working experience with local governments in program planning, budgeting, project and program monitoring and evaluation
- Experience and knowledge on local government working procedures and relevant Acts
- Knowledge to harmonize the municipal SDGs targets and indicators with provincial and national SDGs targets
- Able to write fluently and grammatically correct VLR report in Nepali language, Unicode Kalimati font.
- Excellent knowledge in power point preparation, presentation, feedback collection and revision of the VLR report based on suggestions and feedback.

Annex 1**List of Local Governments Selected to Prepare SDGs Report**

SN	Name of the Municipality	District and Province
1	Tikapur Municipality	Kailali District, Sudurpaschim Province
2	Amargadhi Municipality	Dadeldhura District, Sudurpaschim Province
3	Birendranagar Municipality	Surkhet District, Karnali Province
4	Chandannath Municipality	Jumla District, Karnali Province
5	Lamahi Municipality	Dang District, Lumbini Province
6	Buddhabhumi Municipality	Kapilvastu District, Lumbini Province
7	Kusma Municipality	Parbat District, Gandaki Province
8	Devchuli Municipality	Nawalparasi East District, Gandaki Province
9	Banepa Municipality	Kavre District, Bagmati Province
10	Ratnanagr Municipality	Chitwan District, Bagmati Province
11	Parbanipur Rural Municipality	Bara District, Madhesh Province
12	Tilathi Koiladi Rural Municipality	Saptari District, Madesh Pradesh
13	Damak Municipality	Jhapa District, Province No 1
14	Suryodaya Municipality	Ilam District, Province No 1

Annex 2: स्थानीय तहको दिगो विकास लक्ष्य स्वयंसेबी पुनरावलोकन प्रतिबेदनको ढाँचा

अध्याय १: परिचय

- १.१ गाउँपालिका/ नगरपालिकाको परिचय
- १.२ गाउँपालिका/ नगरपालिकाका कार्यक्षेत्र (संविधान, कानून र निर्देशिकाले तोके बमोजिम) र तिनीहरूको दिगो विकास संग सम्बन्ध।
- १.२ गाउँपालिका/ नगरपालिका सञ्चालन सम्बन्धी संघ तथा प्रदेशले बनाएका कानून, ऐन, नियम, तथा कार्यविधिहरू
- १.३ गाउँपालिका/ नगरपालिका सञ्चालन सम्बन्धी गाउँपालिका/ नगरपालिका अफैले बनाएका ऐन, नियम र कार्यविधि
- १.४ गाउँपालिका/ नगरपालिकामा योजना तथा बजेट तर्जुमा प्रक्रिया
- १.५ गाउँपालिका/ नगरपालिकामा क्षेत्रगत, आबधिक तथा वार्षिक विकास योजनामा दिगो विकास लक्ष्यको अन्तरिकीकरण
- १.६ गाउँपालिका/ नगरपालिकाका क्षेत्रगत, आबधिक तथा वार्षिक विकास योजनाको प्रदेश तथा संघीय योजनासंगको सम्बन्ध।
- १.७ दिगो विकास लक्ष्य स्थानीयकरण गर्ने नेपाल सरकार र प्रदेश सरकारले बनाएका रणनीति कार्यनीति दिग्दर्शन तथा स्रोत पुस्तिका र तीनको प्रयोग।
- १.८ मध्यमकालिन खर्च संरचनामा दिगो विकास लक्ष्यको अन्तरिकीकरण
- १.८ गाउँपालिका/ नगरपालिकाको अनुगमन तथा मूल्यांकन प्रक्रियामा दिगो विकास लक्ष्यको अन्तरिकीकरण

अध्याय २: प्रतिबेदनका उद्देश्य र विधि

- २.१ स्थानीय तहको दिगो विकास लक्ष्य स्वयंसेबी पुनरावलोकन प्रतिबेदनका उद्देश्य
- २.२ स्थानीय तहको दिगो विकास लक्ष्य स्वयंसेबी पुनरावलोकन प्रतिबेदन बनाउनुको औचित्य
- २.३ प्रतिबेदन तयार गर्ने विधि
- २.४ दितिय सूचना संकलन
- २.५ प्राथमिक सूचना संकलन
- २.६ संकलित सूचनाको विश्लेषण र प्रयोग
- २.७ मस्यैदा प्रतिबेदन माथि छलफल र सुधार

अध्याय ३ दिगो विकास लक्ष्य अनुसार सूचकहरूको अबस्था र भावि योजना

- ३.१ दिगो विकास लक्ष्य स्थानीयकरण गर्ने प्रक्रिया, अबस्था र नेपाल तथा बिश्वमा देखिएका असल अभ्यासहरू
- ३.२ दिगो विकास लक्ष्य प्राप्त गर्न स्थानीय तहले गरेका प्रयास
- ३.३ दिगो विकास लक्ष्य प्राप्त गर्न स्थानीय तहले सञ्चालन गरेका नयां तथा नवप्रबर्तनिय कार्यक्रम तथा क्रियाकलाप
- ३.३ स्थानीय तहको विगत पांच बर्षको आम्दानि तथा खर्चको विश्लेषण
- ३.४ दिगो विकास लक्ष्य अनुसार स्रोत विनियोजन र खर्चका प्राथमिकता
- ३.५ दिगो विकास लक्ष्य प्राप्त गर्न स्थानीय तहले स्रोत परिचालनमा गरेका प्रयास

३.६ दिगो विकास लक्ष्यका सूचकको अबस्था

३.६.१ सबै क्षेत्रबाट सबै प्रकारका गरिबीको अन्त्य गर्ने

३.६.२ भोकमरीको अन्त्य गर्ने, खाद्य सुरक्षा तथा उन्नत पोषण सुनिश्चित गर्ने र दिगो कृषि प्रवर्द्धन गर्ने

३.६.३ सबै उमेर समूहका व्यक्तिका लागि स्वस्थ जीवन सुनिश्चित गर्दै समृद्ध जीवनस्तर प्रवर्द्धन गर्ने

३.६.४ समावेशी तथा समतामूलक गुणस्तरीय शिक्षा सुनिश्चित गर्ने र सबैका लागि जीवनपर्यन्त सिकाइका अवसरहरू

प्रवर्द्धन गर्ने

३.६.५ लैङ्गिक समानता हासिल गर्ने र सबै महिला, किशोरी र वालबालिकालाई सशक्त बनाउने

३.६.६ सबैका लागि स्वच्छ खानेपानी र सरसफाइको उपलब्धताका साथै यसको दिगो व्यवस्थापन सुनिश्चित गर्ने

३.६.७ कृषि, विज्ञान, विश्वसनीय, दिगो र आधुनिक ऊर्जामा सबैका लागि पहुँच सुनिश्चित गर्ने

३.६.८ भ्रष्टाचार, समावेशी र दिगो आर्थिक वृद्धि तथा सबैका लागि पूर्ण र उत्पादनशिल रोजगारी र मर्यादित कामको

प्रवर्द्धन गर्ने

३.६.९ उत्थानशील पूर्वाधारको निर्माण, समावेशी र दिगो औद्योगीकरणको प्रवर्द्धन र नवीन खोजलाई प्रोत्साहन गर्ने

३.६.१० मुलुकभित्र तथा मुलुकहरूबीचको असमानता घटाउने

३.६.११ सहर तथा मानव बस्तिहरू समावेशी, सुरक्षित, उत्थानशील र दिगो बनाउने

३.६.१२ दिगो उपभोग र उत्पादन प्रणाली सुनिश्चित गर्ने

३.६.१३ जलवायु परिवर्तन र यसको प्रभाव नियन्त्रण गर्न तत्काल पहल थाल्ने

३.६.१४ पारिस्थितिकीय प्रणालीको संरक्षण, पुनर्स्थापना र दिगो उपयोगको प्रवर्द्धन गर्ने, वनको दिगो व्यवस्थापन गर्ने, मरुभूमिकरण र भूक्षय रोक्ने तथा जैविक विविधताको संरक्षण गर्ने

३.६.१६ दिगो विकासका लागि शान्तिपूर्ण र समावेशी समाजको प्रवर्द्धन गर्ने, सबैको न्यायमा पहुँच प्रदान गर्ने र

सबै तहमा प्रभावकारी, जवाफदेही र समावेशी संस्था निर्माण गर्ने

३.६.१७ दिगो विकासका लागि विश्वव्यापी साझेदारी सशक्त बनाउने र कार्यान्वयनका लागि स्रोत साधन सुदृढ गर्ने

३.६ लक्ष्यगत प्रगतिको तुलना

३.७ एक लक्ष्य र आर्को लक्ष्य बिचको सम्बन्ध र परिपूरकता

३.८ दिगो विकास लक्ष्य कार्यान्वयनमा सहजिकरण गर्ने पक्ष

३.९ दिगो विकास लक्ष्य कार्यान्वयनमा बाधा पुर्याउने पक्ष

अध्याय ४ दिगो विकास लक्ष्य स्थानीय तहमा प्रभावकारी रूपमा कार्यान्वयन गर्ने सुझाव

४.१ स्थानीय तहमा अपनाउनुपर्ने दिगो विकास लक्ष्यमैत्री योजना र बजेट तर्जुमा प्रक्रिया

४.२ दिगो विकास लक्ष्यका परिमाणत्मक लक्ष्य र सूचक प्राप्त गर्न स्थानीय तहले ध्यान दिनुपर्ने पक्षहरू

४.३ स्रोतहरूको आधार र बिनियोजन पुन प्राथमिकिकरण गर्ने तरिका

४.४ दिगो विकास लक्ष्य प्राप्त गर्न चाहिने स्रोतहरू परिचालन बिधि

४.५ राजनीतिक र विकास एजेण्डा बिच समन्वय र सन्तुलन गर्ने बिधि

- ४.६ अल्पकालिन, मध्यमकालिन र दिर्घकालिन विकास लक्ष्य र कार्यक्रम बिच सन्तुलन गर्ने बिधि
- ४.७ अल्पकालिन, मध्यमकालिन र दिर्घकालिन विकास कार्यक्रममा लगानीका प्राथमिकता तोक्ने बिधि
- ४.८ दिगो विकास लक्ष्य प्राप्त गर्न स्थानीय तहलाई प्रोत्साहनको व्यवस्था
- ४.९ स्रोत परिचालन गर्न स्थानीय तहको समुदाय, गैह्रसरकारी क्षेत्र, निजी क्षेत्र, बिकास साझेदार संस्था, प्रदेश सरकार र संङ्घीय सरकार संगको सम्बन्ध
- ४.१० सुझाव कार्यन्वय कार्ययोजना
- ४.११ सुझाव कार्यन्वयनको लागि अजुगमन तथा मूल्याङ्गनको व्यवस्था

सन्दर्भसूची

अनुसूची

Annex 3: नेपाल र प्रदेशका लक्ष्य संग तुलना हुनेगरी नगर तथा गाउँ पालिकाको दिगो विकास लक्ष्यको प्रतिबेदन बनाउने फारमको नमुना

क्रम संख्या	सूचक	मापन ईकाइ	राष्ट्रिय लक्ष्य				प्रादेशिक लक्ष्य				स्थानीय तहको लक्ष्य				सूचनाको स्रोत	जिम्मेवार निकाय	मापनको समय
			आधार वर्ष सन २०१५	सन २०२२	सन २०२५	सन २०३०	आधार वर्ष सन २०१५	सन २०२२	सन २०२५	सन २०३०	आधार वर्ष सन	सन २०२२ सम्मको प्रगति	सन २०२५ को लक्ष्य	सन २०३०को लक्ष्य			
१	लिङ्ग र उमेर अनुसार राष्ट्रिय गरिबीको रेखामुनी रहेका जनसंख्याको अनुपात	अनुपात	२१.६	१३.८	१०.५	४.९	१४.९१	७.४१	५.०	२.०					जिवन मापन सर्वेक्षण प्रतिबेदन	के.त. बि	५ वर्ष
२	राष्ट्रिय गरिबीको रेखामुनि रहेका महिला	प्रतिशत	२५.३	-	-	५	२०.९	१०.०	८.०	२.०					"	"	"
२	बहुआयमिक गरिबीमा रहेको जनसंख्या	प्रतिशत	२८.६	१८.३	१३.९	६.०	१४.२	६.७	५.०	२.०					"	"	"
३	राष्ट्रिय गरिबीको रेखामुनि रहेका वालवालिका	प्रतिशत	३६.०	२१.५	१५.३	५.०	२८.३	११.०	९.०	२.०					"	"	"

नोट: १.माथिको उदाहरणमा प्रादेशिक लक्ष्य उल्लेख गर्दा गण्डकी प्रदेशका लक्ष्य उल्लेख गरीएको छ।

२.स्थानीयतहले आफ्ना दिगो विकास लक्ष्यका सूचक बनाउँदा राष्ट्रिय लक्ष्य र जुन प्रदेश अन्तरगतको स्थानीय तह हो सोहि प्रदेशको प्रादेशिक लक्ष्यसंग तुलना हुनेगरी बनाउने।

३.माथिको उदाहरण अनुसार दिगो विकास लक्ष्य १ का अन्य परिणात्मक लक्ष्य र अन्य लक्ष्यका परिणात्मक लक्ष्यका सूचक पनि माथिको फारममा बनाए अनुसार बनाउने।

४.आधार वर्ष सूचना राख्दा स्थानीय तह अनुसार फरक फरक भएकोले सम्बन्धित स्थानीय तहले जुन वर्षलाई आधार वर्ष भनेको छ सोहि वर्षका सूचना राख्ने