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AMENDMENT 2 TO THE LETTER OF AGREEMENT
BETWEEN
UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP)
AND
INSTITUTE OF ENGINEERING(IOE), CENTRE FOR URBAN PLANNING AND STUDIES (CUPS)
(Agreement Date: 12/03/2015)

Reference is made to the consultations between officials of the United Nations Development Programme (hereinafter referred to as "UNDP") in Nepal and officials of Institute of Engineering (IOE), Centre for Urban Planning and Studies (CUPS) with respect to the realization of activities by IOE-CUPS(in collaboration with CEPT University, India) in the implementation to support to develop a replicable methodology and framework for undertaking reclusuring of affected communities, and its demonstration in a selected community. With respect to the scope of the agreement (TOR), and as per clause 16 of this agreement, any amendment to the agreement shall be valid only when the parties agree it in writing.

Therefore, parties hereby agree on the following:

WHEREAS the United Nations Development Programme (UNDP) and Institute of Engineering (IOE), Centre for Urban Planning and Studies (CUPS) now wish to amend the agreement in order to extend the Project Duration from end of June 2016 till 15 August 2016 to complete the remaining activities and for the submission of the final report.

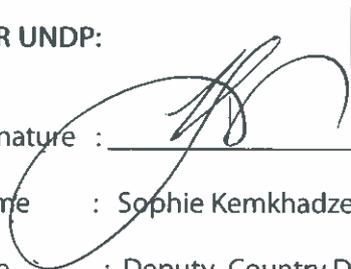
This amendment will be No-Cost Extension amendment, and IOE-CUPS shall be fully responsible for carrying out all the remaining activities as per the contract with due diligence and efficiency.

NEVERTHELESS, all other terms and conditions of the agreement, except as amended herein, shall remain unchanged and shall continue in full force and effect.

The amendment will enter into effect upon signature by both parties. Please find two signed original letters of amendment. Please sign both originals, retain one original and return one to us for filing.

IN WITNESS WHEREOF, THE UNDP AND THE IOE HAVE SIGNED THIS AMENDMENT;

FOR UNDP:

Signature : 

Name : Sophie Kernkhadze

Title : Deputy Country Director

Date : 22 June 2016

FOR IOE-CUPS:

Signature : 

Name : Sudha Shrestha

Title : Director, IOE-CUPS

Date : 4th July 2016





20 June, 2016

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United Nations Development Programme
Comprehensive Disaster Risk Management Programme (CDRMP)

NOTE TO THE FILE

Amendment 2 of LOA between UNDP and IOE-CUPS

The following clause has been amended in the LOA with of Institute of Engineering (IOE), Centre for Urban Planning and Studies (CUPS) dated 3 December 2015.

As per the agreement IOE-CUPS was scheduled to complete the entire activity by the end of June, 2016. However, as per the attached letter from IOE-CUPS, they have requested for a no cost extension of the work till 15 August, 2016. The initial draft report of the study has been submitted by IOE-CUPS but they will not be able to submit the final report on due date specified in the LOA due to the following reasons:

- Delay in agreement for topographical survey which is necessary for developing the site plan. The topographical survey has been accomplished but it needs to be fitted to the plan.
- Delay in formation of steering committee which include MoUD, DUDBC, MOFALD and other higher level officials, MoUD needs to coordinate in this regard.
- Discussion with Community and District level authority took extra time as the discussions could take place without disturbing their daily business.
- Further collection of cadastral information from land revenue office also was very cumbersome and time taking.

Hence, it is recommended to have the no-cost extension and scheduling of the activities till 15 August 2016. IOE-CUPS shall be fully responsible for carrying out all the remaining activities as per the contract with due diligence and efficiency.

All the clauses of the original contract will be valid.

Prepared by:
Pragati Manandhar
UNV- Engineer

Endorsed by:

Vijaya P Singh
Assistant Country Director

Recommended by:
Ramraj Narasimhan
NPM a.i, CDRMP

Approved by:

Sophie Kemkhadze
Deputy Country Director (P)

Date:

Pragati Manandhar

From: Ajay Lal <ajay@ioe.edu.np>
Sent: Monday, June 20, 2016 6:41 AM
To: Ramraj Narasimhan; Vivek Rawal; Pragya Pradhan; Pragati Manandhar; Sanjaya Uprety; Sudha Shrestha
Subject: Extension of time for the final submission of Reclustering Study in Sindhupalchowk

Dear Ramrajji

Regarding the subject mentioned above, IOE and CEPT in joint collaboration have been working on development of Reclustering plan of Manjhi Gaon, ward no 8, Melamchi Municipality of Sindhupalchowk district with financial support from UNDP and guidance of MOUD, DUDBC. We have submitted the initial draft report of the study, however it won't be possible to submit the final report on due date specified in our LOA. In this context we would like to request you to extend the final date of submission till 15th of August.

The delay in study is inevitable mainly because:

- Delay in agreement with UNDP for topographical survey which is necessary for developing the site plan. The topographical survey has been accomplished but it needs to be fitted to the plan.
- Delay in formation of steering committee which include MoUD, DUDBC, MOFALD and other higher level officials. MoUD need to coordinate in this regard. We are working hard on it.
- Discussion with Community and District level authority also took extra time as the discussions could take place without disturbing their daily business.
- Further collection of cadastral information from land revenue office also was very cumbersome and time taking.

Due to all these above mentioned reasons, I would like to request you to extend the time till August 15, 2016. We appreciate your cooperation.

Thank you

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Thank You and Best Regard

Ajay Chandra Lal
Ass. Prof
Department of Architecture and Urban Planning
Central Campus Pulchowk, Institute of Engineering, TU

Pragya Pradhan

From: Ajay Lal <ajay@ioe.edu.np>
Sent: Thursday, June 16, 2016 5:44 AM
To: Anne Feenstra; Sanjaya Uprety; Pragya Pradhan; Vivek Rawal; Vivek Rawal
Subject: Discussion on Reports on Reclustering

Dear Prof Anne
Greetings from Kathmandu

Hope this mail finds you well. We had meeting regarding the reports that our students submitted to UNDP on reclustering in Majhi Gaon. It was attended by Vivekji, Pragyajji and two other experts from UNDP along with myself and Sanjaji.

They appreciated the graphics and page presentations however, they were critical about the content of the report. They expressed their concern that the two major objective of the study ie to develop a complete reclustering plan of the settlement and to develop a guideline for reclustering is not met. Similarly, the background context is not established and language is also not up to the mark. These were their initial observation on the report. They will provide us detailed comments in few days.

In this context, the options were discussed to bring this report to a logical end so that it could be useful for the ministry and department. The ministry has lot of expectations from this study. In this background I would like to request you to write a letter to UNDP for extension of time till mid August 2016. UNDP need the letter immediately to start the process for extension. CEPT being the lead partner need to write the letter.

Thank You and Best Regard

Ajay Chandra Lal
Ass. Prof
Department of Architecture and Urban Planning
Central Campus Pulchowk, Institute of Engineering, TU

Reply all | Delete | Junk | ...



Extension of time for reclusterig project



Ajay Chandra Lal <ajay.cord@gmail.com>

Today 3:31 PM

Pragya Pradhan; Pragati Manandhar; Vivek Rawal; Sanjaya Uprety <upretysanjaya@undp.org>

Reply all | ...

Inbox

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Dear Pragya ji

We have accomplished the field work, community discussions and initial planning works. We further need to visit Ahmadabad n give final shape of reclusterig plan n manual for reclusterig. In this context I would like to request you to extend the time till August 15, 2016. We appreciate your cooperation.

Thank you n Regards

Ajay

On Jun 2, 2016 12:14 PM, "Pragya Pradhan" <pragya.pradhan@undp.org> wrote:

Dear All,

Firstly I would like to thank Ajay ji for updating the timeline.

I am eagerly looking forward to receive the draft reports on reclusterig plan of Majhigaoan and the guideline/manual for reclusterig, earliest possible. This guideline will be a key document, once we can get its ownership from MOUD, to implement the idea of 'reclusterig', which is based on people centric planning which requires intensive community engagement.

I hope the steering committee meeting planned for 5th June will be productive. After that meeting and before Prof Anne leaves for Ahemdabad, we should have a team meeting, on 6th June, Monday, to discuss on current status, deliverables and plans for putting it forward to MOUD and larger audience. I would request Ajay ji to coordinate and fix a time and venue for the team meeting.

Thank you,

Pragya



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Pragya Pradhan

Sr. Project Officer, Building Code and Risk Sensitive Land Use Planning

Comprehensive Disaster Risk Management Programme

United Nations Development Programme

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<http://www.np.undp.org>. Follow us at:



From: Ajay Chandra Lal [<mailto:ajay.cord@gmail.com>]

Sent: Tuesday, May 31, 2016 4:37 PM

To: Pragya Pradhan

Cc: Anne Feenstra; Vivek Rawal; Ramraj Narasimhan; upretysanjaya@gmail.com; ioe.sudhashrestha@gmail.com; Kamlesh Kumar Yadav

Subject: Re: Updates on Reclustering Project

Dear Pragyaji

Thank you for the summary of our meeting today. However i think there is some misunderstanding about the dates.

1. On 5th the Initial draft will prepared and presented to in house experts ie from IOE and CEPT
2. First meeting with Steering committee members on 5th and discussion on progress till date
3. First Draft will be submitted to UNDP on 10th and will be circulated to all members of Steering Committee
4. Students and professors will visit sindhupalchowk on 11th for wider consultation with district level stakeholders
5. 15th Workshop in kathmandu with central level stakeholders
6. TU team return from Ahmadabad on 22nd of June
7. Draft Final report submission after one week of receipt of written comment from UNDP and MoUD/DUDBC or on 30th of June

Further I would like you to meet Prof Anne while he is in Kathmandu for updates as he is leading the whole team and we are supporting them as local team.

Regards

Ajay

With Regards,

Ajay Chandra Lal (NBC Implementation Project)

Expert

On Tue, May 31, 2016 at 2:17 PM, Pragya Pradhan <pragya.pradhan@undp.org> wrote:

Dear Ajay ji,

It was a fruitful meeting this morning. There are few things that we discussed, which I would like to share with the team for their feedback:

- i) A letter to activate Steering Committee will be dispatched today, which will include representatives from MOUD, DUDBC, NRA, MOFALD, MoLRM. If possible, a meeting will be called on 5th June.
- ii) On 5th June, a draft report will be completed and will be shared with the Steering Committee in the first meeting. The draft will include: i) Reclustering plan of Majhigaon and ii) Detailed Guideline/manual process for reclustering. Please share with us the latest status of the documents and the documents itself earliest possible.
- iii) On 7th June the team is planning to go to the field for community consultation and information sharing.
- iv) With the comments/suggestions from UNDP, the Steering group and the community, the document will be polished and submitted on 10th June and will be forwarded for further sharing in workshop (possibly 15th June)
- v) The Nepali team will visit Ahmedabad and will return in 22nd June.
- vi) Submission of a final draft to be on 30th June, which will be i) Reclustering plan of Majhigaon and ii) Detailed Guideline/manual process for reclustering.

Thank you,

Pragya