



नेपाल सरकार  
अर्थ मन्त्रालय

महालेखा नियन्त्रक कार्यालय

Financial Comptroller General Office

नेपाल सरकार  
अर्थ मन्त्रालय  
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अनामनगर, काठमाडौं

## लिखित दरभाउपत्र आह्वान गरिएको सूचना

वेबसाइटमा प्रकाशित मिति २०८३।३।१६

यस कार्यालयको लागि संलग्न दरभाउपत्र सम्बन्धी कागजातमा उल्लेख भए अनुसारको स्कुटर आवश्यक भएकाले इच्छुक इजाजत प्राप्त आपूर्तिकर्ताले दरभाउपत्र सम्बन्धी कागजात डाउनलोड गरी भर्नुपर्ने विवरण भरी मिति २०८३।३।१६ गते कार्यालय समय भित्र बुझाउनु हुन यो सूचना प्रकाशित गरिएको छ।

१. दरभाउपत्र यस कार्यालयको इमेल [procurementunit@fcgo.gov.np](mailto:procurementunit@fcgo.gov.np) मार्फत वा सिलबन्दी गरी कार्यालयमा बुझाउन सकिने छ।
२. दरभाउपत्रको साथ आ.व. २०८१।८२ को करचुक्ता प्रमाणपत्र (आ.व. २०८१/८२ को), कम्पनी/फर्म दर्ताको प्रमाणपत्र, मु.अ.कर दर्ता प्रमाणपत्र अनिवार्य संलग्न गर्नुहोला।
३. लिखित दरभाउपत्र कागजातको प्रत्येक पानामा सहीछाप गर्नुहोला।
४. सामानको ब्राण्ड, मोडल तथा स्पेसिफिकेशनको Compliance Requirement अनुसारको विवरण उल्लेख गर्नुहोला साथै आवश्यकता अनुसारको कागजात समेत संलग्न गर्नुहोला।

(खरिद इकाई)

अनामनगर, काठमाडौं

Website: [www.fcgo.gov.np](http://www.fcgo.gov.np), E-mail: [ifas@fcgo.gov.np](mailto:ifas@fcgo.gov.np), Phone: 01-4770376



# Quotation Document

for

## The Procurement of Scooter

Issued by:  
Government of Nepal  
Ministry of Finance  
**Financial Comptroller General Office**  
Anamnagar, Kathmandu



## Bidder's Information Form

|    |  |  |
|----|--|--|
| 1. | Bidder's Legal Name  |  |
| 2. | Bidder's Address:  |  |
| 3. | Bidder's Country of Registration:  |  |
| 4. | Bidder's Year of Registration:   |  |
| 5. | Bidder's Legal Address in Country of Registration  |  |
| 6. | Bidder's Authorized Representative Information:<br>Name:<br>Address:<br>Telephone/Fax numbers:<br>Email Address:   |  |
| 7. | Bidder's Telephone/Fax numbers:  |  |
| 8. | Bidder's Email Address:  |  |
|    | Attached are copies of the following original documents.<br><input type="checkbox"/> 1. Firm Registration Certificate<br><input type="checkbox"/> 2. Authorization to represent the firm |  |

## Price Schedule for Goods

Name of Bidder \_\_\_\_\_

| Item               | Description                             | Country of Origin | Quantity | Unit Price <sup>1</sup> EXW |          | Total Price (in NRs)<br>(cols. 4x5) |
|--------------------|---|-------------------|----------|-----------------------------|----------|-------------------------------------|
|                    |   |                   |          | (in NRs)                    |          |                                     |
|                    |   |                   |          | In Figure                   | In Words |                                     |
| 1                  | 2                                       | 3                 | 4        | 5                           |          | 4x5=6                               |
| 1                  | Scooter (as per attached Specification) |                   | 3        |                             |          |                                     |
| <b>Total</b>       |   |                   |          |                             |          |                                     |
| <b>VAT</b>         |   |                   |          |                             |          |                                     |
| <b>Grand Total</b> |   |                   |          |                             |          |                                     |

Note: Unit price shall include all custom duties and taxes, transportation cost to the final destination and insurance cost.

Name \_\_\_\_\_

In the capacity of \_\_\_\_\_

Signed \_\_\_\_\_

Duly authorized to sign the Sealed Quotation for and on behalf of \_\_\_\_\_

Date: \_\_\_\_\_

<sup>1</sup> The price shall include all customs duties and sales and other taxes already paid or payable on the components and raw material used in the manufacture or assembly of the item or the customs duties and sales and other taxes paid on the previously imported item offered ex warehouse, ex showroom, or off-the-shelf. These factors should not be entered separately.

## Schedule of Requirements

### Delivery and Completion Schedule

| Number | Description                             | Quantity | Unit | Required Delivery Schedule (In Days/weeks/months from the date of signing the contract) | Bidder's offered Delivery date [In Days/weeks/months from the date of signing the contract] |
|--------|---|----------|------|---|---|
| 1      | Scooter (as per attached Specification) | 3        | No.  | 3 days  |   |

### Technical Specifications

| S.N | Criteria               | Requirement   | Compliance Requirement | Compliance Status | Bidder's Offer |
|-----|------------------------|---|------------------------|-------------------|----------------|
| 1   | General                | A. <b>Manufacturer:</b> Offered two-wheeler scooter Must be manufactured by recognized brand available in Nepal.  | Mandatory              |                   |                |
|     |                        | B. <b>Model:</b> The two-wheeler Scooter offered shall be a current model under standard production by the manufacturer for at least <b>1 (One) year</b> and should have <b>1 (One) year</b> of proven performance in Nepalese operating conditions.  | Mandatory              |                   |                |
|     |                        | C. <b>Manufacturing Year:</b> Offered two-wheeler scooter should have manufacturing year not earlier than 2026.   | Mandatory              |                   |                |
|     |                        | D. Two wheelers, scooter of sturdy design, suitable for driving in rough and hilly road condition and operating condition suitable for different ambient temperature range of Nepal and shall have seating capacity for two (2) including driver  |                        |                   |                |
| 2   | Engine                 | A. <b>Engine:</b> The vehicle shall be equipped with an air-cooled, four-stroke, fuel-injection (FI) petrol engine having a displacement of 125 CC ( $\pm$ 5), capable of producing a maximum power output of not less than 6 kilowatts and a maximum torque of not less than 10 Newton-metres, both measured at the specified governed engine speed. | Mandatory              |                   |                |
| 3   | Chassis and Suspension | A. <b>Chassis:</b> Heavy-duty chassis, suitable for driving in rough and hilly road condition.  |                        |                   |                |
|     |                        | B. <b>Suspension Type (Front/Rear):</b> Telescopic fork/Unit Swing  |                        |                   |                |
| 4   | Braking System         | A. <b>Brake : Front: Disc<br/>Rear: Drum/Disc</b>   |                        |                   |                |
| 5   | Dimensions and Weight  | A. <b>Wheelbase:</b> minimum 1260 mm  |                        |                   |                |

|    |                                  |  |           |  |  |
|----|----------------------------------|--|-----------|--|--|
|    |                                  | <b>B. Gross Vehicle Weight (GVW):</b> minimum 240 Kg<br><b>C. Ground Clearance:</b> minimum 145 mm   | Mandatory |  |  |
| 6  | Electrical & Accessories         | <b>A. Essential Accessories:</b><br>Head light, rear and turn signal lights, Two rear view mirrors, Safety lock for steering, Helmet per unit<br><b>Equipped with all accessories offered in standard model but not limited to the above items.</b><br><br><b>B. Starting System:</b> Kick starter as well as electric start system (Self Start) | Mandatory |  |  |
| 7  | Tools                            | <b>A. Tools:</b> A set of tools as required for general maintenance shall be supplied for each unit.   | Mandatory |  |  |
| 8  | Instructions                     | <b>A. All signs and instructions</b> in the equipment shall be in English.   | Mandatory |  |  |
| 9  | Manuals                          | <b>A. One copy</b> of the Operator's, and Owner's Instructions and maintenance manual in English shall be supplied with each Scooter.  | Mandatory |  |  |
| 10 | Warranty and After-Sales Support | <b>A. Warranty:</b> Manufacturer shall provide a minimum of one (1) year warranty after acceptance.  | Mandatory |  |  |
| 11 | Compliance and Certificate       | <b>A. Emission Standard:</b> Offered model must comply with "Nepal Vehicle Mass Emission Standard 2082" certified by Department of Transportation Management (DOTM)  | Mandatory |  |  |
| 12 | Delivery                         | <b>A. All units</b> supplied under this procurement contract shall be factory-fresh, unused, and of current-year manufacture, maintaining Original Equipment Manufacturer (OEM) specifications.  | Mandatory |  |  |

*Note: Please fill this Technical Data Sheet with Compliance status as Complied or Not-Complied and detail description of Bidder's Offer. Bidders offers and related documents should be declared as per the instruction provided in [Instructions] of Technical Specification*