

Government of Nepal
Ministry of Youth, Labour and Employment
Department of Foreign Employment

Invitation for Bids

Invitation for Bids No: **DOFE-2083/84-1**

Date of publication: 2083/03/25

1. **Department of Foreign Employment** invites sealed bids or electronic bids from Nepalese eligible bidders for providing the office security service under National Competitive Bidding procedures. The estimated amount for the works is Rs. **26,32,841.60 Inclusive of VAT**.
2. Eligible Bidders may obtain further information and inspect the Bidding Documents at the office of **Department of Foreign Employment, Tahachal, Kathmandu, Phone No. 01-4792671 email: info@dofe.gov.np website: www.dofe.gov.np** or may visit PPMO website www.bolpatra.gov.np/egp.
3. A complete set of Bidding Documents may be purchased from the office **Department of Foreign Employment, Tahachal, Kathmandu** and the office **Department of Foreign Employment, Tahachal, Kathmandu** by eligible Bidders on the submission of a written application, along with the copy of company/firm registration certificate, and upon payment of a non-refundable fee of **Rs. 3000 (Three thousand only)** till during office hours.
Or
Bidder who chooses to submit their bid electronically may purchase the hard copy of the bidding documents as mentioned above or may download the bidding documents for e-submission from PPMO's Web Site www.bolpatra.gov.np/egp. Bidders, submitting their bid electronically, should deposit the cost (as specified above) of bidding document as specified below and the scanned copy (pdf format) of the Bank deposit voucher shall be uploaded by the bidder at the time of electronic submission of the bids. Information to deposit the cost of bidding document in Bank:
Name of the Bank: Rastriya Banijya Bank Ltd.
Name of Office: Department of Foreign Employment
Office Code no. : 371023501 Account no.: 1000100200010000
Rajaswa (revenue) Shirshak no. : 14229
5. Sealed or Electronic bids must be submitted to the office **Department of Foreign Employment, Tahachal, Kathmandu** by hand or through PPMO website www.bolpatra.gov.np/egp on or before **12:00PM** on **2083/04/14** Bids received after this deadline will be rejected.
6. The bids will be opened in the presence of Bidders' representatives who choose to attend at **2083/04/14 1:00PM** at the office of **Department of Foreign Employment**. Bids must be valid for a period of **90 days** from the bid submission deadline and must be accompanied by a bid security or scanned copy of the bid security in .pdf format in case of e-bid, amounting to a minimum of Rs. 78,900.00, which shall be valid for 30 days beyond the validity period of the bid (*i.e.* 2083/8/9)
7. If the last date of purchasing and /or submission falls on a government holiday, then the next working day shall be considered as the last date. In such case the validity period of the bid and bid security shall remain the same as specified for the original last date of bid submission.

