

Invitation for Sealed Quotation



Name of the Office: Department of Foreign Employment

Address of the Office: Tahachal Kathmandu Metropolitan Kathmandu

Invitation for Sealed Quotation for the procurement of Procurement of Office Cleaning Services

Sealed Quotation No: DOFE-2083/84-2

Date of Publication : 14-07-2026

1. The Department of Foreign Employment invites sealed quotations from registered Suppliers for the Procurement of Office Cleaning Services .
2. Eligible Suppliers may obtain further information and inspect the Sealed quotation Forms at the office of Tahachal Kathmandu Metropolitan Kathmandu , 014782658, , info@dofe.gov.np.
OR
[may visit PPMO website www.bopatра.gov.np.]
3. If hard copy is allowed then a complete set of Bidding Documents may be purchased from the office Department of Foreign Employment Tahachal Kathmandu Metropolitan Kathmandu and the office Department of Foreign Employment Tahachal Kathmandu Metropolitan 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 NRs.1000.0 till 21-07-2026 12:00 during office hours.
4. Bidder who chooses to submit their bid electronically may download the bidding documents for e-submission from PPMO's e-GP i.e www.bopatра.gov.np/egp. Bidders, submitting their bid electronically, should deposit the cost of bidding document in the following account
i. Name of the Bank :Rastriya Banijya Bank Ltd. ii. Name of Office :Department of Foreign Employment
iii. Office Code no :371023501 iv. Office Account No :1000100200010000
v. Rajaswa (revenue) Shirshak No :14229
5. Sealed bids must be submitted to the office Department of Foreign Employment Tahachal Kathmandu Metropolitan Kathmandu by hand or through e-GP system i.e www.bopatра.gov.np/egp on or before 21-07-2026 12:00. 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 21-07-2026 13:00 at the office of Department of Foreign Employment
Tahachal
Kathmandu
Bagmati Province
Kathmandu Metropolitan
Nepal.
Bids must be valid for a period of 45 days after bid opening and must be accompanied by a bid security amounting to a minimum of 58000 , which shall be valid for 30 days beyond the validity period of the bid (i.e. [Refer Clause ITB 20.1]). If bidder wishes to submit the Cash Security, the cash should be deposited in Deposit Account No.[1201200001002524] at [NEPAL RASTRA BANK , Thapathali, Kathmandu, Bagmati Province] and submit the receipt of the deposited amount of cash along with the Sealed Quotation.
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 security shall remain the same as specified for the original last date of bid submission
8. The Purchaser reserves the right to accept or reject, wholly or partly any or all the Sealed Quotations without assigning any reason, whatsoever.