

Section I. Invitation for Sealed Quotation

Name of the Office: Department of Tourism

Address of the Office: Bhrikutmandap, Kathmandu, Nepal

Invitation for Sealed Quotation for the procurement of **Supply of Office Goods**
for FY 2081/82

Sealed Quotation No.: DOT/GOODS/SQ-01/081/82

Date of first Publication 2081.10.01

1. The **Department of Tourism** invites sealed quotations from registered Suppliers for the supply, delivery and installation of **Supply of Office Goods for FY 2081/82**.
2. *Eligible Bidders may obtain further information and inspect the Bidding Documents at the office of Department of Tourism, Bhrikutmandap, Contact no.01-5347037.*
3. *A complete set of Bidding Documents may be purchased from the office Department of Tourism, Bhrikutimandap, 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. 1000.00 till 2081.10.15 during office hours.*
4. *Bidders, submitting their bid, should deposit the cost of bidding document in the following account*
5. *Name of the Bank: Everest Bank Name of Office: .Department of Tourism*
6. *Office Code no. : 325-013-501 Office Account no.: 00100106200000*
7. *Rajaswa Shirshak no. : 14229"*
8. *Sealed bids must be submitted to the office Department of Tourism, Bhrikutimandap by hand on or before 12:00 hours on 2081.10.16. Bids received after this deadline will be rejected.*
9. *The bids will be opened in the presence of Bidders' representatives who choose to attend at 2081.10.16 and 14:00 hours at the office of Department of Tourism, Bhrikutmandap, Kathmandu. 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 20,000.00 amount, which shall be valid for 75 days beyond the validity period of the bid. If bidder wishes to submit the Cash Security, the cash should be deposited in Deposit Account No 1201200001002524 at Nepal Rastra Bank, Baluwatar, Kathmandu submit the receipt of the deposited amount of cash along with the Sealed Quotation.*
10. *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.*
11. The Purchaser reserves the right to accept or reject, wholly or partly any or all the Sealed Quotations without assigning any reason, whatsoever.

