



Invitation for Bids

Government of Nepal (GoN)
Ministry of Industry, Commerce and Supplies
Singhadarbar, Kathmandu

Date of publication: 2083/06/06

Invitation for Bids No: MoICS/GoN/G/01/83-84

Name of the Development Partner [if applicable]: NA

Loan/Credit/Grant No [if applicable]: NA

1. **Government of Nepal (GoN)** has **allocated funds** from **GoN, The Ministry of Industry, Commerce and Supplies** towards the cost of **Stationery and Office Goods** and intends to apply part of the funds to cover eligible payments under the Contract for MoICS/GoN/G/01/83-84. Bidding is open to all eligible Bidders from all countries as defined in ITB Clause 4 (Eligible Bidders).
2. The **Ministry of Industry, Commerce and Supplies** invites **sealed** bids from eligible bidders for the procurement of **Stationery and Office Goods** under National competitive bidding – Single Stage Single Envelope procedures.
3. Eligible Bidders may obtain further information and inspect the bidding documents at the office of **Ministry of Industry, Commerce and Supplies, Singhadarbar, Kathmandu (info@moics.gov.np, 01-4211686)**
4. A complete set of Bidding Documents may be purchased from the office **Ministry of Industry, Commerce and Supplies, Singhadarbar, 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 NPR3,000 till **2083/06/23** during office hours **in the account as specified below**.

Name of the Bank: Rastriya Baniya Bank

Name of Office: Ministry of Industry, Commerce and Supplies

Office Code no.: 307003501 Office Account no.: 1000100200010000

Rajaswa (revenue) Shirshak no.: 14229

5. Pre-bid meeting shall be held at **Ministry of Industry, Commerce and Supplies, Singhadarbar, Kathmandu** at 14.00, 2083/06/16.

6. Sealed bids must be submitted to the office **Ministry of Industry, Commerce and Supplies, Singhadarbar, Kathmandu** by hand/courier on or before **12.00PM** on **2083/06/27**. Bids received after this deadline will be rejected.

7. The bids will be opened in the presence of Bidders' representatives who choose to attend at **14.00, 2083/06/27** at the office of **Ministry of Industry, Commerce and Supplies, Singhadarbar, Kathmandu**. 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 NPR **60,000/- (Sixty Thousands Only)**, which shall be valid for 30 days beyond the validity period of the bid (i.e. 2083/10/27.)

8. If the last date of purchasing and /or submission falls on a public holiday¹ applicable to purchaser, 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.

¹ In case of electronic bid invitation, purchaser shall extend the deadline as required in the e-GP system.