

**NEPAL RASTRA BANK  
CURRENCY MANAGEMENT DEPARTMENT  
THAPATHALI, KATHMANDU, NEPAL**

**PRE-QUALIFYING GLOBAL TENDER NOTICE  
FOR  
MINTING AND SUPPLY OF NEPALESE CIRCULATION COINS  
(First date of Publication 26th June, 2009)**

As per Nepal Rastra Bank Note Printing and Coin Minting Directives, 2065 (2009), global sealed tenders, hereby, are invited from Minting companies for pre-qualifying for minting and supply of Nepalese circulation coins of different denominations as per the requirement of this bank along with the following particulars within 45 days at office hours from the first publication of this notice. If the said 45<sup>th</sup> day happens to be a holiday, the day shall be the following office day.

1. Technical capacity (Machinery and Managerial) of the bidder company.
2. Submit the latest sample coins one piece each of all denomination minted by the bidder.
3. Company registration certificate.
4. If bidder have appointed local agent in Nepal mention name of firm or company and address.
5. Year of incorporation and experience of the bidder company.
  - (a) Year of incorporation as a coin Minting Company.
  - (b) Experience of minting of coins (in years)
6. Ownership Status.
7. Last 3 years audited balance sheet and profit and loss account showing complete financial position, specifically the following headings clearly denominating either in U.S. Dollar, Euro or Pound Sterling:
  - (a) Total Assets,
  - (b) Total Liquid Assets,
  - (c) Total Profit,
  - (d) Annual Turnover,
  - (f) Total Working Capital,
  - (g) Current liability,
  - (h) Total liability.
8. Description of material to be used in production of coin minting.
9. Valid ISO Certificate for coin minting.
10. Annual production of coins in last three years (in denominations and pieces).
11. No. of countries for which coins are minted.

12. Whether the bidder has own blank coin production plant and Mining Plant.
13. Membership certificate of International Security Printing and Mint Association, if any.
14. Rewards or Letter of Appreciation, if any.
15. The bidder company should mention the name of place and country where the coins are to be minted, if such place and country is different from its parent company/organisation, the ISO certificate should be submitted of that country too.
16. Whether the bidder company has its own Research and Development Unit.
17. Commitment Letter from the bidder for minting of circulation coins, in case the tender is awarded.
18. The tender document will be made available at Nepal Rastra Bank, Currency Management Department, Thapathali, Mint Division, Sundhara and Nepal Rastra Bank, Central Office, General Service Department, Baluwatar, Kathmandu, Nepal, against the payment of Nepalese Rupees 15,000.00 (NRs fifteen thousand only).(None-refundable)
19. In the case of dissatisfaction about the evaluation of pre-qualifying list, bidder can appeal to the Governor with the reason for re-evaluation.

Should any further information is required the concerned person regarding this tender, may contact the bank either by telephone, e-mail or fax.

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- Note:*
- (a) *While submitting the tender for this pre-qualification, an application, balance sheet, profit and loss account and all the information and documents as stated in this notice should be submitted in English language only.*
  - (b) *All the particulars along with the supporting documents should be submitted; otherwise the application for pre-qualification shall be liable for rejection.*
  - (c) *The application and all other related documents should be well intact and submitted in a sealed envelope.*
  - (d) *ISO certificate as per Section 9 and/or Section 15 and commitment Letter as per Section 13 of this notice shall be submitted to enter into the evaluation process of this pre-qualifying list.*

The applications along with the related documents submitted to this Bank for pre-qualification shall be opened on the 46<sup>th</sup> day at 1:00 p.m. from the date of the first publication of this notice. If the opening date happens to be a public holiday in Nepal, the opening date shall be the following office day at the same time.