



**Nepal Rastra Bank  
Banking Department  
Kathmandu**

**Request for Proposal (RFP)**

**For  
Selection of Agent Banks for Wholesale Banknotes Purchase/Sale Service  
Of  
Various Foreign Currency Banknotes**

Nepal Rastra Bank, Central Bank of Nepal (hereinafter referred to as "the Bank") invites Request for Proposal (RFP) from eligible entities having expertise in offering Wholesale Banknotes Service for the purchase/sale of various foreign currency banknotes.

**Disclaimer:**

The Request for Proposal (RFP) is not an offer by the Bank, but an invitation to receive response from eligible entities for wholesale banknotes purchase/sale service of the Bank. No contractual obligation whatsoever shall arise from the RFP process unless and until a formal contract is signed and executed by the Bank with the qualified bidders.

**Nepal Rastra Bank  
Banking Department  
Kathmandu**

*Notice inviting Request for Proposal (RFP)  
First date of publication: 30 September 2024*

*Final date of submission: 15 working days from first date of publication*

**REQUEST FOR PROPOSAL (RFP) FOR SELECTION OF ELIGIBLE ENTITIES FOR WHOLESAL  
BANKNOTES SERVICE FOR THE PURCHASE/SALE OF VARIOUS FOREIGN CURRENCY BANKNOTES.**

Nepal Rastra Bank, Banking Department, Central Office, Kathmandu (hereinafter referred to as the Bank), intends to make a contract for the purchase/sale of various foreign currency banknotes. The Bank desires to select qualified and capable eligible entities of repute to provide wholesale banknotes purchase/sale service for the said purpose. Accordingly, the eligible entities invite RFP applications for selection of eligible entities for the proposed work.

Eligible entities of repute, having experience in offering wholesale banknotes purchase/sale service and necessary expertise conforming to the scope of the work, are hereby invited to submit their original copy of RFP as per the internationally prescribed format to The Executive Director, Banking Department, Nepal Rastra Bank, Kathmandu, (soft copy of the same can be sent to [nrbkbo@nrb.org.np](mailto:nrbkbo@nrb.org.np)) on or before the last date of submission, as indicated in the notice of submission of Request for Proposal (RFP). The detail information can be obtained from the Bank's official website—<https://www.nrb.org.np/departments/bkd/>

**Any modifications and related information thereof to this RFP notice will be posted on the Bank's website.**

**Nepal Rastra Bank  
Banking Department  
Kathmandu**

**REQUEST FOR PROPOSAL (RFP) FOR SELECTION OF ELIGIBLE  
ENTITIES FOR WHOLESAL BANKNOTES SERVICE FOR THE  
PURCHASE/SALE OF VARIOUS FOREIGN CURRENCY BANKNOTES.**

Nepal Rastra Bank, Banking Department, Kathmandu (hereinafter referred to as the Bank) intends to contract for the purchase/sale of the various foreign currency banknotes and desires to have a panel of eligible entities. The RFP notice has been issued requesting response from eligible entities of repute so as to finalize a list of qualified and suitable entities.

**The scope of work shall be as follows:**

1. Visit (if possible) the Bank's site and its surroundings, study the existing procedures/processes, understand the requirements and prepare a detailed report (comprising estimates on cost, rates and timeline, sketch designs of the related work including insurance, airlines, local agent, logistics, security, handover and take over etc.) for purchase/sale service of banknotes and submit it to the Bank. The scope of work further includes adopting the latest effective technologies and works available worldwide, with suitable customization to local conditions / laws, to the requirements and satisfaction of the Bank. The work for purchase/sale service of banknotes includes preparation of plans, obtaining of all the approvals pertaining to the work from the concerned authorities, appointment of local agent/s for the respective works. The scope will also include preparation of comprehensive shipment plan enabling the deposit of the concerned currencies in our respective accounts upon approval by the Bank.
2. Eligible entities include local and international bank and financial institutions.
3. Purchase/sale of Banknotes: The wholesale banknotes purchase/sale services providing entities wishes to purchase/sale foreign exchange currencies (banknotes) from/to Nepal Rastra Bank (NRB).
4. Purchasing/Dealing with Banknotes: The consignment of Banknotes will be delivered by Nepal Rastra Bank to the selected entity on delivery date from the bank premises to assigned destination. Selected entity shall be responsible for all customs clearance and import formalities at destination. All expenses involved in transporting the consignment from Nepal Rastra Bank premises to airport and up to the destination vault of the selected entity shall be borne by the selected entity. The consignment shall be handed over by NRB at NRB Banking Department premises to the selected entity's representative in properly sealed bag with clear packing list of content or label. By this point the ownership of the consignment shall be passed from Nepal Rastra Bank to the wholesale banknotes handling services providing entity/selected entity.
5. Insurance: Transit insurance shall be provided by wholesale banknotes purchase/sale service providing entity at no addition cost to Nepal Rastra Bank.
6. Packing Materials: The wholesale banknotes service provider shall provide packing materials at no cost to Nepal Rastra Bank for each consignment of purchase/sale of Banknotes.
7. The applicable taxes, governing/relevant law for the contract shall be Nepalese Law and in case of dispute, it shall be resolved through Nepalese Arbitration Laws.
8. The service provider shall comply with all the applicable laws related to the cross border transportation of cash and undertake to complete all the necessary formalities on their respective part as required by applicable laws and regulations.
9. Compliance with Anti Money Laundering and Countering the Financing of Terrorism Provisions: The service provider shall represent and warrants that it is fully compliant with the law and provisions relating to the Anti Money Laundering and Countering the Financial of Terrorism in its respective country.
10. The Request for Proposal Document can be submitted to the Executive Director, Banking Department, Nepal Rastra Bank, Kathmandu from between 10:00 am and 17:00 pm, by the final date. In case the final date for submission falls on public holiday or any other contingent non-working day, the final date of submission shall be on the next working day. The soft copy of the RFP documents can be sent to [nrbkbo@nrb.org.np](mailto:nrbkbo@nrb.org.np)
11. Nepal Rastra Bank reserves the right to accept or reject wholly or partly any or all the RFP without assigning any reason, whatsoever.
12. Selected entities will be called for further negotiation and consequent agreement.

**Nepal Rastra Bank  
Banking Department,**

Central Office, Baluwatar,  
Kathmandu, Nepal

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