

Nepal Rastra Bank
Banking Office
Thapathali, Kathmandu, Nepal

**Pre-qualifying Global Tender Notice
for printing and supply of Standards Cheques**

First date of publication 22 June 2013

Global applications are hereby invited from Security Printers for pre-qualifying (PQ) for printing and supply of standard MICR cheques and hardwares, software, personalization equipments and accessories of MICR cheques as per the requirement of this Bank.

Interested firms can purchase application forms upon submission of a written application addressed to the Executive Director, **Nepal Rastra Bank, Banking Office**, Thapathali, Kathmandu, Nepal during office hours from the first date of the publication of this notice. Forms will be available at the **Banking Offices**, Thapathali, Kathmandu upon payment of Rs. 15,000.00 (Rupees Fifteen thousands) only which is non-refundable.

1. PQ Documents duly completed in English should be submitted on or before the **46th day** at 12.00 hrs. of the first date of the publication of this notice during office hours in a sealed envelope. In case of public holiday on 46th day, applications shall be submitted at the same hours on the next working day.
2. PQ document can be procured from NRB banking office Thapathali till 45th day (office hour)
3. Application forms should be duly filled up and signed by the authorized person with the firm's seal.
4. Information submitted by the applicants will be treated as confidential and the application will not be returned.
5. Tender shall be opened in the presence of attending applicants or their authorized representatives at 14:00 hrs on the **46th** day from the first date of publication of this notice. In case of public holiday on the **46th** day, applications shall be opened at the same hours on the next working day.
6. The Bank, however, reserves the right to open the documents in the absence of the bidding firm's authorized representatives as well.
7. The Bank also reserves the right to accept or reject any or all applications.
8. Application received after the due date will not be entertained.
9. Name of short-listed applicant will be made public and informed.
10. Other related information may be obtained from **Nepal Rastra Bank, Banking Offices** Thapathali, Kathmandu during office hours.
11. The PQ notice and related documents can be viewed at this Bank's website: <http://www.nrb.org.np>.