



Invitation for Bids

Nepal Rastra Bank
Assets and Service Management Department,
Baluwatar, Kathmandu

Date of publication: 2083/06/16

Invitation for Bids No: NRB/KHARID/GOODS/NCB/03/083/84

1. **Nepal Rastra Bank** has allocated funds from **Internal Sources** towards the cost of **Supply and Delivery of Laser Printer – 106 Sets** and intends to apply part of the funds to cover eligible payments under the Contract for **Supply and Delivery of Laser Printer – 106 Sets (NRB/KHARID/GOODS/NCB/03/083/84)**. Bidding is open to all eligible Bidders from all countries as defined in ITB Clause 4 (Eligible Bidders).
2. The **Nepal Rastra Bank, Assets and Service Management Department, Baluwatar, Kathmandu** invites sealed bids from eligible bidders for the procurement of **Supply and Delivery of Laser Printer – 106 Sets** 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 **Nepal Rastra Bank, Assets and Service Management Department, Baluwatar, Kathmandu, Email: kharid@nrb.org.np, Tel: 977 1 5719641, 5719642, 5719643, 5719653, 5719659.**
4. A complete set of Bidding Documents may be purchased from the office **Nepal Rastra Bank, Assets and Service Management Department, Baluwatar, Kathmandu** or the office **Nepal Rastra Bank, Banking Department, Thapathali, 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 **NPR 3,000/- (Rupees Three Thousand Only)** before 12:00 PM of **2083/08/04 in the account as specified below.**
Name of the Bank: Nepal Rastra Bank
Name of Office: Banking Department, Thapathali, Kathmandu Office
Account no.: 1100000/030-012-524
Amount: Rs. 3000/-
Account Head: Miscellaneous Income, Financial Management Department
5. Pre-bid meeting shall be held at **Nepal Rastra Bank, Assets and Service Management Department, Baluwatar, Kathmandu** on **2083/07/11 at 11:00 AM.**
6. Sealed bids must be submitted to the office **Nepal Rastra Bank, Assets and Service Management Department, Baluwatar, Kathmandu** by mail/hand/courier on or before **12:00 PM** on **2083/08/04**. 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 **1:00 PM on 2083/08/04** at the office of **Nepal Rastra Bank, Assets and Service Management Department, Baluwatar, Kathmandu**. Bids must be valid for a period of **90 days** from the bid submission deadline and must be accompanied by a bid security, amounting to a minimum of **NPR 2,00,000/- (Rupees Two Lakh only)**, which shall be valid for 30 days beyond the validity period



of the bid or cash deposit into the account as specified below and submit the receipt of the deposited amount of cash along with the Sealed Bid.

Name of the Bank: Nepal Rastra Bank

Name of Office: Banking Department, Thapathali, Kathmandu

Account No.: 1109901/011-203-524

Rajaswa (Revenue) Shirshak No.: Earnest Deposit Account, Financial Management Department

8. If the last date of purchasing and /or submission falls on a public holiday 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.
9. Nepal Rastra Bank reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to bidders and without assigning any reason, whatsoever.
10. The Sealed bids are to be submitted via hard copies.