



Government of Nepal

Ministry of Home Affairs, Singhdurbar, Kathmandu

Invitation for Sealed Quotation

Date of publication: 2078/09/07

1. Ministry of Home Affairs, Singhadurbar, Kathmandu invites eligible bidders for procurement of following Goods under Sealed Quotation procedures. The name and identification of the contract are as follows:

S.N	Contract ID No.	Name of Package	Quantity	Bid Security Amount (NRs.)	Bid Document Fee (NRs.)
1.	MOHA/ITS/G/078-079/05	Supply & Delivery of Laptop Computer	15	37474	1000.00

2. A complete set of Bidding Documents should be purchased from the Ministry of Home Affairs Singhadurbar, Kathmandu (Office Management and Store Section) 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 NRs. 1000 till date 2078/09/21 at Account Section of Ministry of Home Affairs, Singhdurbar, Kathmandu or should be deposited in following Account No. and copy of receipt should be attached with the bid.

Name of the Bank: **Rastriya Banijya Bank, Singhadurbar, Kathmandu.**

Name of Office: **Ministry of Home Affairs**

Office Code No.: **314003501**

Revenue Account No.: **1000100200010000**

Revenue Head No.: **14229**

3. Bid must be submitted to the Office Management and Store Section, **Ministry of Home Affairs, Singhadurbar, Kathmandu** on or before **12:00 AM, 2078/09/22** Documents received after this deadline shall not be accepted.

4. The Bids will be opened in the presence of Bidders' representatives who choose to attend **on 2078/09/22 at 2:00 PM at Ministry of Home Affairs, Singhadurbar, Kathmandu, Nepal**. Bids must be valid for a period of **45 days** counting from the day of bid opening and must be accompanied by bid security from 'A' class bank, which shall be **valid for minimum 30 days** beyond the bid validity period or the bidder can deposit bid security amount in the Bank account of MoHA.

Name of Bank: **Everest Bank Limited**

Address: **Singhdurbar, Kathmandu**

Account Holder's Name: **Ministry of Home Affairs** Account No.: **135001**

5. The Bidders should submit the following document with the sealed quotation, Up to date Firm/Company Registration Certificate, VAT and PAN Registration Certificates, Tax clearances certificate or evidence of tax return submission for the F/Y 2077/78, Manufacturer Authorization Letter, Letter of Quotation, Bid Security, Self-declaration letter, Power of Attorney to sign the Sealed Quotation, Bank Voucher for the cost of Sealed Quotation Document, Price Schedule.

6. If the last date of submission and opening falls on a government holiday then the next working day shall be considered the last day. In such case the bid validity and bid security shall remain the same as specified for the original last date of bid submission.

7. Ministry of Home Affairs, Singhdurbar, Kathmandu reserves the right to accept or reject, wholly or partly any or all the bids without assigning reason whatsoever.

8. Eligible Bidders may obtain further information from Ministry of Home Affairs, Singhadurbar, Kathmandu, **Tel 01-4211240** or from website: **<https://moha.gov.np>**