



Invitation for Bids

Government of Nepal (GoN)

Office of the Prime Ministers and Council of Ministers

Invitation for Bids for the Supply and Delivery of Stationery Goods

Contract Identification No: 02/NCB/SG/OPMCM/081/82

Date of publication: August 11, 2024 (27 Shrawan, 2081)

1. The Office of the Prime Ministers and Council of Ministers invites *electronic* bids from eligible bidders for the procurement of **stationery goods** under *National competitive bidding procedures specified in Public Procurement Act and Regulations*.
2. Eligible Bidders may obtain further information and inspect the bidding documents at the following address

Office: Office of the Prime Minister and Council of Ministers

Address: Singhadarbar, Kathmandu

Email: info@opmcm.gov.np

Telephone: 01-5971000, 01-5971001, Extension: 1064, 1065, 1026

Or may visit PPMO egp system www.bolpatra.gov.np/egp.

3. Bidder shall submit their bid electronically and can download the bidding documents for e-submission from PPMO's e-GP system www.bolpatra.gov.np/egp. Bidders, submitting their bid electronically, should deposit the cost of bidding document in the following Rajaswa (revenue) account as specified below.

Information to deposit the cost of bidding document in Bank:

Name of the Bank: Rastriya Banijya Bank Ltd.

Name of Office: Office of the Prime Minister and Council of ministers

Office Code no.: 301003501

Office Account no.: 1000100200010000

Rajaswa (revenue) Shirshak no: 14229

Bid fee: Rs. 3000

4. Eligible Bidders may obtain further information and inspect the bidding documents at the office of *the Prime Minister and Council of Ministers* or may visit PPMO eGP system www.bolpatra.gov.np/egp.
5. Pre-bid meeting shall be held at Office of the Prime Ministers and Council of Ministers at 25 August, 2024 (Bhadra 9, 2081) at 12:30 PM.
6. Interested Bidders shall submit electronic bids through PPMO's e-GP system www.bolpatra.gov.np/egp on or before 12:00 PM on 10 September, 2024(25 Bhadra, 2081).
7. The bids shall be opened in the presence of Bidders' representatives who choose to attend at 14:00 PM on 10 September, 2024(25 Bhadra, 2081), at the office of the Prime Minister and Council of Ministers, Singhadurbar, Kathmandu. Bids must be valid for a period of 90 days from the date of bid opening and must be accompanied by a bid security or scanned copy of the bid security in pdf format in case of e-bid, amounting to a minimum of NRs. 4,00,000/- (Four Lakhs), which shall be valid for 30 days beyond the validity period of the bid i.e., 7 January, 2025 (Poush 23, 2081)
8. If the last date of purchasing and /or submission falls on a government holiday, 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.