



Ministry of Home Affairs
Department of National Id and Civil Registration
Singhadurbar, Kathmandu

Invitation for Bids

for the procurement of Server system spare parts and warrantee services of SAN storage system and their related services for NIDMIS system

Date of publication: 11 April 2025 (2081-12-29 B.S.)

Invitation for Bids No: DoNIDCR/G/NCB/081/82/05

1. The Department of National Id and Civil Registration, Singhadurbar, Kathmandu invites *electronic* bids from eligible bidders for the *Procurement of Server system spare parts and warrantee services of SAN storage system and their related services for NIDMIS system* under National competitive bidding – Single Stage Two Envelope procedures.

Under the Single Stage, Two Envelope Procedure, Bidders are required to submit simultaneously two separate sealed envelopes, one containing (i) the Technical Bid and the other (ii) the Price Bid, both in turn enclosed in one sealed envelope as per the provision of ITB 23 of the Bidding Document.

2. Eligible Bidders may obtain further information and inspect the bidding documents at the office of *Department of National Id and Civil Registration, Singhadurbar, Kathmandu, +977-014200895 Ext.131 and store@donidcr.gov.np* or may visit PPMO eGP system www.bolpatra.gov.np/egp.
3. Bidder who chooses to submit their bid electronically may purchase the hard copy of the bidding documents as mentioned above or may 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:

For Bid Security	For Bid Document Fee
Name of the Bank, Rastriya Banijya Bank Limited, Singh Durbar	Bid Document Fee: NRs. 5,000/-
Name of the Office: DoNIDCR, Singha Durbar	Name of the Office: DoNIDCR, Singh Durbar
Account Name: Dharauti Account No: 1960100102030000 of TCO, Singh Durbar	Name of the Bank. Everest bank Limited, Singh Durbar Account No: 00100106200000
Office Code No:314013501	Office Code No: 314013501 Revenue Code (Rajaswa Shirshak) No: 14229

4. Pre-bid meeting shall be held at **Department of National Id and Civil Registration, Singhadurbar, Kathmandu on 14:00 hrs, 28th April, 2025 (2082-01-15 B.S.)**
5. Electronic bids must be submitted to the office *Department of National Id and Civil Registration, Singhadurbar, Kathmandu* by hand/courier or through PPMO's e-GP system www.bolpatra.gov.np/egp **on or before 12:00 Hrs, 11th May 2025 (2082-01-28 B.S.)**. Bids received after this deadline will be rejected.



6. The bids will be opened in the presence of Bidders' representatives who choose to attend at **14:00 Hrs, 11th May 2025 (2082-01-28 B.S.)** at the office of **Department of National Id and Civil Registration, 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 **8,85,000** |-, which shall be valid for 30 days beyond the validity period of the bid i.e. **7th September, 2025 (2082-05-22 B.S.)**
7. 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.
8. Department of National ID and Civil Registration reserves to accept or reject the bids without assigning any reason whatsoever.
9. Any matters not covered by this notice shall be in accordance to prevailing Public Procurement Act, 2063 and Public Procurement Regulation, 2064 and other prevailing government rules.

