

Government of Nepal  
Ministry of Home affairs  
Department of National ID and civil Registration  
Singh durbar, Kathmandu

**Invitation for electronic Bids for supply and delivery of Stationery and other office related Goods**

Date of publication: 2080/5/17

IFB NO: DoNIDCR/G/NCB/1-2080-81

Contract ID No : NP-DoCR-379581-Go-RfB

Name of Development partner: The World Bank IDA Credit No 5912NP

1. Government of Nepal has received a credit/grant from The World Bank towards the cost of SSSPCR and intends to apply part of the funds to cover eligible payments under the Contract for Stationery and other office related Goods. Bidding is open to all eligible Bidders from all countries.
2. The Department of National ID and civil Registration invites electronic bids from eligible bidders for the procurement of **Stationery and other office related Goods** under National competitive bidding – Single Stage Two Envelope procedures.
3. 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.
4. Eligible Bidders may obtain further information and inspect the bidding documents at the office of Department of National ID and civil Registration, Store-section, Telephone No 01-4200016, Ext131&184, Singh durbar, Kathmandu or may visit PPMO eGP system [www.bolpatra.gov.np/egp](http://www.bolpatra.gov.np/egp).
5. Bidder who chooses to submit their bid electronically may download the bidding documents for e-submission from PPMO's e-GP system [www.bolpatra.gov.np/egp](http://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. 3,000/-
Name of the Office: DoNIDCR, Singh durbar,	Name of the Office: DoNIDCR, Singh durbar,
Account Name: Dharauti Account no: 1960100102030000 of Ko. Le. Ni. Ka, Singhdurbar,	Name of the Bank. Everest Bank Limited, Singh durbar
Office Code no: 314013501.	Account no: 00100106200000.
	Office Code no: 314013501.
	Revenue code (Rajaswa Shirshak ) no: 14229

6. Pre-bid meeting shall be held at Department of National ID and civil Registration Singhdurbar, Kathmandu at 2 P.M on 2080/6/07
7. Electronic bids must be submitted to the office through PPMO's e-GP system on or before 12 Noon on 2080/6/16..Bids received after this deadline will be rejected.
8. Bids will be opened in the presence of Bidders' representatives who choose to attend at 2 P.M on 2080/6//16 at the office of Department of National ID and civil Registration Singh durbar, Kathmandu. Bids must be valid for a period of 90 days from the date of bid opening and must be accompanied by a bid

*Shree Balan*



- security or scanned copy of the bid security in pdf format in case of e-bid, amounting to a minimum of NRs. **2,10,000** which shall be valid for 30 days beyond the validity period of the bid
- 9.. 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 be recognized with effect from the original last date of submission.
  10. The Department of National ID and civil Registration reserves the right to accept or reject the bids without assigning any reasons whatsoever.
  11. Any matters not covered by this notice shall be in according to prevailing Public Procurement Act 2063, Public Procurement Regulations 2064 and the decision of Department of National ID and civil Registration as well.

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