



Government of Nepal
Department of Urban Development & Building Construction
Babarmahal, Kathmandu Nepal

Invitation for Bids for Supply of stationary materials

(First date of publication: 2068/07/09)

1. Department of Urban Development & Building Construction invites sealed bids from eligible suppliers for the **SUPPLY OF STATIONARY MATERIALS** as prescribed in the price Schedule under section VII.
2. A complete set of bidding documents in English may be purchased on or before 30th day of publication of notice interested Bidders on the submission of a written application accompanied by copy of company/form registration certificate, VAT/PAN registration certificate, tax clearance certificate of FY 067/68 or tax clearance certificate of FY 066/67 & processing letter of tax clearance for FY 067/68 & upon a payment of non-refundable fee Rs. 1000.00. Alternately Bidders may submit bid electronically through e-procurement of DUDBC website <http://www.edudbc.gov.np> as specified in the instruction to bidders. In case the bidder chooses to submit the bid electronically, the bidder shall be required to submit electronic scanned copy of bank deposit voucher (Rajaswo Account: 1-1-5-99, Nepal Rastra Bank, Thapathali) along with the electronic bid files.
3. Sealed Bid must be delivered to the address below at or before 12:00 hours on or before 31st day of publication of notice. Bids shall be valid for a period of 90 days after the dead line of bid submission. All Bids must be accompanied by a Bid Security of NRs.35,000.00 (in words: Thirty five thousand only), valid 30 days beyond the Bid validity. If bidder wishes submit cash security, the cash should be deposited in the following bank & A/C No. Nepal Rastra Bank, Thapathali office A/C no. 131628/068.
4. Bids receive after the dead line of the submission will be rejected. Bids will be open in the presence of the Bidders representatives who choose to attend at the address below at 13:00 Hours on 31st of publication of notice.
5. If the last day for purchasing & submission falls on a Government Holiday then the next working day shall be considered as the last day. In such a case the bid validity & bid security validity shall be recognized with effect from original bid submission deadline.
6. Bids should comply in all respects with the instruction to bidder included in the Bids document. Non Compliance with this instruction will result in disqualification.
7. For further query, please contact Procurement unit of DUDBC, Tel: 01-4262365.

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