



Election Commission Nepal

Bahadur Bhawan, Kantipath
Kathmandu, Nepal

Invitation for Sealed Quotation

First Date of Publication B.S. 2078/07/05 [22nd October, 2021]
Sealed Quotation No.1/ECN/2078/079

1. Election Commission Nepal (ECN), Bahadur Bhawan, Kathmandu, invites sealed quotations from registered Suppliers for the supply and delivery of Stationery and Office Material.
2. Eligible Bidders may obtain further information and inspect the Bidding Documents at the Election Commission Nepal, Kantipath, Kathmandu, Nepal e-mail:ecnjincey@gmail.com, Telephone No:+977-1-015322362, Facsimile number: +977-1-4229227 or may visit PPMO egp system www.bolpatra.gov.np/egp for more information or to study the bidding documents.
3. A complete set of Bidding Documents may be purchased from the Election Commission Nepal, Kantipath, Kathmandu, Nepal 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.1,000.00 till B.S. 2078/07/22 [8th November, 2021] during office hours.
4. Bidder who chooses to submit their bid electronically may download the bidding documents for e-submission from PPMO's e-GP; www.bolpatra.gov.np/egp. Bidders, submitting their bid electronically should deposit the cost of bidding document in the following account.

Information to deposit the cost of bidding document in Bank:

- a. Name of the Bank: Rastriya Banijya Bank Limited.
 - b. Name of Office: Election Commission Nepal
 - c. Office Code no.: 212003501
 - d. Office Account no.: 1100203000000
 - e. Rajaswa (revenue) Shirshak no. : 14229
5. Sealed bids must be submitted to the Election Commission Nepal, Kantipath, Kathmandu, Nepal by hand or through e-GP system; www.bolpatra.gov.np/egp on or before 12:00 noon on B.S. 2078.07.22 [8th November, 2021]. 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 B.S. 2078.07.22 [8th November, 2021] on 14:00 hours at the office of Election Commission Nepal, Kantipath, Kathmandu, Nepal. Bids must be valid for a period of 45 days after bid opening and must be accompanied by a bid security amounting to a minimum of Nrs. 35,000.00, which shall be valid for 30 days beyond the validity period of the bid or beyond B.S.2078.10.07 [21 January, 2022]. If bidder wishes to submit the Cash Security, the cash should be deposited in Deposit Account No Office Account no. 1100203000000 at Rastriya Banijya Bank Limited and submit the receipt of the deposited amount of cash along with the Sealed Quotation.
 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 security shall remain the same as specified for the original last date of bid submission.
 8. The Purchaser reserves the right to accept or reject, wholly or partly any or all the Sealed Quotations without assigning any reason, whatsoever.

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