

# Invitation for Bids

Government of Nepal (GoN)  
Ministry of Land Reform & Management  
Department of Land Information & Archive

## Invitation for Bids for the supply and delivery of IT equipments

**First Date of Publication: January 3, 2012**

1. The Department of Land Information & Archive *invites* sealed bids from eligible bidders for the procurement of following IT equipments **National Competitive Bidding procedures**. Bidding is open to all eligible Bidders.
2. The bidder may submit the bid for the following package mentioned below and offer discounts/cross discounts. Evaluation will be done package basis, with contracts awarded based on the award combination that is of least cost to the Purchaser.
3. Eligible Bidders may obtain further information and inspect the bidding documents at the office of , The Department of Land Information & Archive Babarmahal, Kathmandu, Nepal
4. Bidding documents may be purchased from Department of Land Reform & Management, *Babarmahal, Kathmandu* by eligible Bidders on the submission of a written application, along with the copy of company/firm registration certificate, Tax Clearance of Fiscal Year 066/067 and upon payment of a non-refundable fee of **NRs. 1,000.00** for t ill 30 days from the date of publication. If so requested, the Bidding Documents can also be sent by post/courier services upon payment of additional cost of **NRs. 300.00** . However, the Purchaser will not be responsible for delay or non-delivery of the documents.
5. Pre-bid meeting shall be held on the **fifteenth** days of first notice publication at Department of Land Information & Archive.
6. Sealed Bids must be submitted to the Department of Land Information & Archive, *Babarmahal, Kathmandu* on or before **12.00 hours on 3<sup>rd</sup> days**. Documents received after this deadline shall not be accepted.
7. Bids shall be opened with or without the presence of Bidder's representatives who choose to attend **14.00 hours on 31<sup>st</sup> days** at Department of Land Information & Archive, *Babarmahal*. Bids must be valid for a period of **90 days** counting from the day of bid opening and must be accompanied by bid security, amounting to a **minimum of 2.5 % of the quoted Bid amount (Inclusive of VAT)**, which shall be **valid for minimum 30 days** beyond the bid validity period.
8. If the last date of purchasing, submission and opening falls on a government holiday then the next working day shall be considered the last day. In such a case the bid validity and bid security validity shall be recognized with effect from the original bid submission deadline.
9. The Purchaser reserves the right to accept or reject, wholly or partly any or all the bids without assigning reason, whatsoever.
10. The Bidder shall furnish a bid security, from "A" class commercial bank with a minimum of 2.5% of the quoted bid amount (Inclusive of VAT), which shall be valid for 30 days beyond the validity period of the bid.
11. If the Bidder wishes to submit the Bid Security in the form of cash, the cash should be deposited in **Deposit Account No.: 131848/067 at Nepal Rastra Bank, Thapathali** and submit the receipt of the deposited amount of cash along with the bid.

The Department of Land Information & Archive, Babarmahal, Kathmandu, Nepal

Telephone Number: +977-1-4218528

Facsimile numbers: +977-1-44218535

e-mail address: info@dolia.gov.np

The name and identification of the contract are as follows:

Package No	Contract no	Name of the Contract
1	Dolia 05/067/68	Supply and delivery of Computers& Printers