

Government of Nepal  
Ministry of Home Affairs  
Department of National ID and civil Registration  
Singhdurbar, Kathmandu



**Invitation for Bids**

राजिका लिए

**Supply and Delivery of Stationery and other goods**

(Date of First publication: 9 Bhadra, 2079 (25 August, 2022)

**IFB No. DoNIDCR/G/NCB/1-79/80**

**Contract ID No: DoNIDCR/G/NCB/1-79/80**

1. The Department of National ID and civil Registration (DoNIDCR) invites electronic bids from eligible bidders for the procurement of described above goods to be procured under National competitive bidding procedures specified in Public Procurement Act,2063 and Public Procurement Regulations,2064.
2. Eligible Bidders may obtain further information and inspect the bidding documents at the office of Department of National ID and civil Registration, Singh durbar, Kathmandu, Phone No.+977-01,4211941 website:www.donidcr.gov.np, Email:info@donidcr.gov.np or may visit PPMO's e-GP system [www.bolpatra.gov.np/egp](http://www.bolpatra.gov.np/egp).
3. Bidding Documents is available online and may be downloaded from PPMO's e-GP system [www.bolpatra.gov.np/egp](http://www.bolpatra.gov.np/egp). Interested bidders may register in the e-GP system and should deposit the cost of bidding document NRs.3000/- as specified below:

| For Bid Security   | For Bid document Fee   |
|--|--|
| Name of the Bank: Rastriya Banijya Bank Limited, Singhdurbar                   | Bid document Fee: NRs 3000/-   |
| Name of Office: Department of National ID and civil Registration, Singh durbar | Name of Office: Department of National ID and Registration, Singh durbar |
| Office Account no.:1960100102030000 of Ko.Le.Ni.Ka., Singhdurbar               | Office Account no: 00100106200000<br>Code no : 314013501                 |
| Office Code no : 314013501   | Rajaswa (revenue) Shirshak no.14229                                      |

4. Pre-bid meeting shall be held at Department of National ID and civil Registration, Singhdurbar, Kathmandu on 2079/05/31 at 13.00 Hrs. (16 September, 2022)
5. Electronic bids must be submitted to the above office through PPMO's e-GP system [www.bolpatra.gov.np/egp](http://www.bolpatra.gov.np/egp) on or before 12 Hrs on Ashwin 07, 2079.
6. Bids will be opened in the presence of Bidders' representatives who choose to attend at 13.00 Hrs. 2079/06/07 at the office of Department of National ID and civil Registration, Singhdurbar, Kathmandu.
7. Bids must be valid for a period of 90 days counting from the date of bid opening and must be accompanied by a bid security amounting to a minimum of NRs 192000/- deposited in Dharauti Account No 1960100102030000 of Ko.Le.Ni.Ka. Singhdurbar, Office Code No 314013501 in Rastriya Banijya Bank Limited Singhdurbar, which shall be valid for 30 days beyond the validity period of the bid.
8. 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.
9. DoNIDCR reserves the right to amend, accept or reject, wholly or partly, any or all the bids without assigning any reasons whatsoever.

For more information:

Phone no: 01, 4200016, 01, and 4211941 eMail: [info@donidcr.gov.np](mailto:info@donidcr.gov.np)