



Invitation for Bids

Government of Nepal (GoN)
Department of National ID and Civil Registration,
Singhadurbar, Kathmandu



Date of publication: 2082-12-01

Invitation for Bids No: DoNIDCR/NCB/G/2082-83/05

1. The Department of National ID and Civil Registration invites *electronic* bids from eligible bidders for the procurement of *Warranty and Related Services for Server System Hardware and Security and Network Appliances for VERSPMIS System* under National competitive bidding – Single Stage Two Envelope procedures.
2. 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.
3. Eligible Bidders may obtain further information and inspect the bidding documents at the office of *Department of National ID and Civil Registration, Singhdurbar, Kathmandu, Phone No. +977-14200895, website: www.donidcr.gov.np, email: store@donidcr.gov.np* or may visit PPMO eGP system www.bolpatra.gov.np/egp.
4. A complete set of Bidding Documents may be purchased from the office *Department of National ID and Civil Registration, Singhdurbar, Kathmandu* 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 fees of NRs 5,000/- till 2083-01-03 during office hours.

Or

Bidder who chooses to submit their bid electronically may purchase the hard copy of the bidding documents as mentioned above or may download the bidding documents for e-submission from PPMO's e-GP system 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.

Information to deposit the cost of bidding document in Bank:

<u>For Bid Security</u>	<u>For Bid Document Fee</u>
Name of the Bank, Rastriya Banijya Bank Limited, Singhdurbar	Name of the Office: DoNIDCR, Singhdurbar
Name of the Office: DoNIDCR, Singhadurbar	Name of the Bank: Everest bank Limited, Singh Durbar Account No: 00100106200000
Account Name: Dharauti Account No: 1960100102030000 of TCO, Singh Durbar	Office Code No: 314013501
Office Code No:314013501	Revenue Code (Rajaswa Shirshak) No: 14229



5. Pre-bid meeting shall be held at **Department of National ID and Civil Registration, Singhdurbar, Kathmandu, on 2082-12-22 at 14:00hrs NST.**
6. Electronic bids must be submitted to the office **Department of National ID and Civil Registration, Singhdurbar, Kathmandu** through PPMO's e-GP system www.bolpatra.gov.np/egp on or before **12:00hrs. on 2083-01-04.** Bids received after this deadline will be rejected.
7. The bids will be opened in the presence of Bidders' representatives who choose to attend at **14:00hrs. 2083-01-04** at the office of **Department of National ID and Civil Registration, Singhdurbar, Kathmandu.** Bids must be valid for a period of **ninty (90) days** from the date of bid opening and must be accompanied by a bid security or scanned copy of the bid security in pdf format in case of e-bid, amounting to a minimum of NRs. **5,80,000/-** which shall be valid for 30 days beyond the validity period of the bid (i.e. **2083-04-29 (14 August 2026)**)
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 and bid security shall remain the same as specified for the original last date of bid submission.