

**Invitation for Bids**  
Government of Nepal (GoN)  
Ministry of Information & Communication  
**Department of Printing (DoP)**  
**IFB No: DOP/G/NCB/2073-74/01**  
**Date of publication: 1<sup>st</sup> August 2016**

1. The **Department of Printing (DoP), Singha Durbar, Kathmandu** invites sealed bids or electronic bids from eligible bidders for the procurement of following *Goods* under National Competitive Bidding procedures. The name and identification of the contract are as follows:

Contract ID No.	Name of Procurement	Bid Security Amount (NRs.)	Bid Document Fee (NRs.)
DOP/G/NCB/2073-74/01/P1	Supply & Delivery of Printing Papers	3,25,000/-	3,000/-
DOP/G/NCB/2073-74/01/P2	Supply and Delivery of Stationery and office Items	1,50,000/-	1,000/-

2. Eligible Bidders may obtain further information and inspect the bidding documents at the office of **DoP, Singha Durbar, Kathmandu** and **Tel 01-4200211** of office.
3. Bidding documents may be purchased from the office of **DoP, Singha Durbar, 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 fee as specified above on or before **30<sup>th</sup> August 2016** during office hours. **OR** Bidders who choose to submit their bid electronically may download the bidding documents for e-submission from e-GP system <https://www.bolpatra.gov.np>.

**Information to deposit the cost of bidding document in Bank:**

Name of the Bank: Everest Bank Ltd      Name of Office: Department of Printing, Singha Durbar  
Office Code no. : 27- 358- 05              Office Account no.: 5201265Rajaswa Shirshak no. : 14227

4. Sealed Bids must be submitted to the office of **DoP, Singha Durbar, Kathmandu** on or before **31<sup>st</sup> August 2016 at 12:00 noon**. Documents received after this deadline shall not be accepted. **Alternatively**, bidders may submit their bids electronically through **e-GP portal** <https://www.bolpatra.gov.np> within the above deadline for bid submission.
5. The Sealed Bids and the e- submitted bids shall be opened in the presence of Bidders' representatives who choose to attend **31<sup>st</sup> August 2016 at 2:00 PM** at the office of **DoP, Singha Durbar, Kathmandu Nepal**. Bids must be valid for a period of **90 days** counting from the day of bid opening and must be accompanied by bid security, which shall be **valid for minimum 30 days** beyond the bid validity period.
6. 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.
7. The Goods and Related Services are grouped in package. Bids on individual and/or grouped of package is permitted. Bids on individual item is not permitted.