



# नेपाल बीमा प्राधिकरण

(साबिकको बीमा समिति)

कुपण्डोल, ललितपुर

## डेक्सटप, ल्यापटप तथा अन्य कार्यालय सामग्री आपूर्ति सम्बन्धी ई-बिडिङ बोलपत्र आह्वान गरिएको सूचना

(प्रथम पटक प्रकाशित मिति : २०८१/०२/३१)

यस प्राधिकरणका लागि डेक्सटप, ल्यापटप तथा अन्य कार्यालय सामग्री खरिद गर्नुपर्ने भएकोले सो उपकरण उत्पादक कम्पनीको अधिकृत डिलर भई सम्बन्धित निकायबाट आपूर्ति गर्न इजाजत प्राप्त इच्छुक फर्म, संस्था वा कम्पनीबाट ३० दिनभित्र रीत पूर्वकको ई-बिडिङ (विद्युतीय बोलपत्र) आह्वान गरिन्छ। यस सम्बन्धी विस्तृत जानकारीका लागि यस प्राधिकरणको सूचनापट्टी, वेबसाइट [www.nia.gov.np](http://www.nia.gov.np) तथा सार्वजनिक खरिद अनुगमन कार्यालयको वेबसाइट <https://bolpatra.gov.np> मा हेर्नुहुन अनुरोध गरिन्छ।

S. No.	Contract ID No	Name of Goods	Cost of Bid Document (Nonrefundable)	Bid Validity Period	Bid Security	
					Amount	Validity Period
1	NIA/EB/G/02/080/081	Desktop, Laptop and Other Office Equipments (as per Technical Specification)	Rs. 3,000.00	90 days	1,15,000.00	120days

फाराम खुल्ने मिति : २०८१/०२/३१ गते

प्री-बिड बैठक मिति : २०८१/०३/१९ गते अपराह्न १४:०० बजे

फाराम बुझाउने अन्तिम मिति : २०८१/०३/३० गते मध्याह्न १२:०० बजेसम्म

प्रस्ताव खोल्ने मिति : २०८१/०३/३० गते अपराह्न १४:०० बजे

सम्पर्क :

नेपाल बीमा प्राधिकरण  
कुपण्डोल, ललितपुर

फोन नं. ०१-५४२१०७९, ५४३८७४३

## Invitation for Bids

Nepal Insurance Authority

Insurance Regulatory Organisation of Nepal

### Invitation for Bids for the Desktop, Laptops and Other Office Equipments etc

Contract Identification No: NIA/EB/G/02/080/081

Date of publication: 13th June 2024

1. The Nepal Insurance Authority of Nepal invites *electronic* bids from eligible bidders for the procurement of a Desktop, Laptop and Other Office equipments *as specified in Technical Specification under National competitive bidding procedures.*

S. No	Contract ID No	Name of Goods	Cost of Bid Document (Nonrefundable)	Bid Validity Period	Bid Security	
					Amount	Validity Period
1	NIA/EB/G/02/080/081	Desktop, Laptops and Other Office Equipments (as per Technical Specification)	Rs. 3000.00	90 days	115,000.00	120 days

2. Eligible Bidders may obtain further information and inspect the Bidding Documents at the office of Nepal Insurance Authority Nepal, Lalitpur-10, Kupandole, Nepal, E-mail: info@nia.gov.np, Telephone: 1660-01-56789 or may visit PPMO e-GP system www.bolpatra.gov.np/egp.
3. For the purpose of Bidders to submit their bid electronically through E-procurement section of PPMO's Web Site <http://www.bolpatra.gov.np>, the Bidders may download the bidding documents, prepare their bids and submit their electronic bids as specified in the Instructions to Bidders. Bidder to download and submit bid electronically, the bidder shall be required to deposit the cost of bidding document (as specified in the table above) in the account as specified below and scanned copy (PDF format) of the Bank deposit voucher shall also be submitted along with the electronic submission of the bid files.

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


Name of the Bank: Nabil Bank Limited

Name of Office: Nepal Insurance Authority

Office Code no. : 011

Office Account no.: 0110013011001

4. Under the Single Envelope Procedure, Bidders are required to submit electronic bidding containing Technical Bid and Financial Bid at once.
5. Pre-bid meeting shall be held at Nepal Insurance Authority of Nepal, Lalitpur-10, Kupandole, Nepal at 14.00 o'clock of **3rd July 2024**.
6. Electronic bids must be submitted to the office of Nepal Insurance Authority of Nepal, Lalitpur-10, Kupandole, Nepal through PPMO's e-GP system [www.bolpatra.gov.np/egp](http://www.bolpatra.gov.np/egp) on or before **12.00 Noon of 14th July 2024**. 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 **14.00 PM**

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of **14th July 2024** at the office of Nepal Insurance Authority of Nepal, Lalitpur-10, Kupandole, Nepal. Bids must be valid for a period of 90 days after bid opening and must be accompanied by a bid security or scanned copy of the Bank guarantee for bid security in pdf format amounting to a minimum of NRs 115,000/- 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. Nepal Insurance Authority reserves the right to amend or correct and reject wholly or partly or the entire bid proposal without assigning any reasons, whatsoever. The matter not specified in this notice and the bidding document follows the prevailing laws of Nepal i.e. Public Procurement Act, 2063 B.S. and Nepal Insurance Authority Procurement Bylaws 2079B.S.