



Invitation for Bids

Employees Provident Fund Pulchowk, Lalitpur

Invitation for Bids No: **EPF/GOODS/NCB/2083-84/01**

Date of publication: **2083/06/29 BS**

1. The **Employees Provident Fund, Pulchowk, Lalitpur** invites **sealed** bids (hard copy) from eligible bidders for the procurement of **Supply and Delivery of Desktop computers and Laptops** under National competitive bidding – Single Stage Single Envelope procedures.

The bidder may submit the bid for single or more packages/lots as mentioned below and offer discounts/cross discounts. Evaluation will be done for each package/lot.

2. Eligible Bidders may obtain further information and inspect the bidding documents at the office of **Asset Management Department, Employees Provident Fund, Pulchowk, Lalitpur**, Tel No. 01-5010167, 01-5010007 and email address: kharid@epf.org.np
3. A complete set of Bidding Documents may be purchased from the office Kharid shakha, Asset Management Department, Employees Provident Fund, Pulchowk, Lalitpur on the submission of a written application, along with the copy of company/firm registration certificate and upon payment of a non-refundable fee **Rs. 3000/- (In words Rupees Three thousand only)** till **2083/08/08 BS 12:00 PM** during office hours **in the account as specified below**.

Name of the Bank: Nepal Investment Mega Bank, Pulchowk, Lalitpur
Account No: 00401010254373

4. Pre-bid meeting shall be held at **Meeting Hall of Asset Management Department, Employees Provident Fund, Pulchowk, Lalitpur** on **2083/07/19 BS 1:00 PM**
5. Sealed bids must be submitted to the office Asset Management Department, Employees Provident Fund, Pulchowk, Lalitpur by hand/courier on or before **12:00 PM on 2083/08/08 BS**. Bids received after this deadline will be rejected.
6. The bids will be opened in the presence of Bidders' representatives who choose to attend at **1:00 PM on 2083/08/08 BS** at the office of **Meeting Hall of Asset Management Department, Employees Provident Fund, Pulchowk, Lalitpur**. Bids must be valid for a period of **90 days** from the bid submission deadline (i.e. till 2083/11/10 BS) and must be accompanied by a bid security, amounting to as mentioned below, which shall be valid for 30 days beyond the validity period of the bid (i.e. till 2083/12/10 BS).
7. If the last date of purchasing and/or submission falls on a public holiday applicable to purchaser, 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.
8. The name and identification of the contracts (*Packages/Lots*) are as follows:

Package/Lot No.	Description of Lot	Bid Security Amount (NPR)	Remarks
Package -1	Desktop Computer Set	2,50,000/-	<i>Bidder submitting bid for both packages may submit the aggregate bid security amount at once.</i>
Package-2	Laptop	51,000/-	