

INVITATION FOR BIDS

No: HERP/UGC/G/NCB-02

Procurement of Furniture for Second Floor at UGC

First Date of Publication: September 11, 2014

1. Following successful completion of the Second Higher Education Project (SHEP) The Government of Nepal (GoN) has planned to initiate Higher Education Reform Project. GoN has, now, allocated funds towards the cost of project preparation and intends to apply part of the funds to cover eligible payments under the Contract for Procurement of Furniture for Second Floor at University Grants Commission, Sanothimi, Bhaktapur under the Contract Identification No. HERP/UGC/G/NCB-02. Bidding is open to all eligible Bidders.
2. **University Grants Commission** invites sealed bids from eligible bidders for the procurement of Furniture for Second Floor at UGC having supplying and fixing of custom designed furniture. The bidder may submit the bid for single or more slices as mentioned on the Price Schedule of Bidding Document, and offer discounts/cross discounts. Evaluation will be done slice by slice basis, with contracts awarded based on the award combination that is of least cost to the Purchaser.
3. Interested Eligible Bidders may obtain further information and inspect the bidding documents at the office of **University Grants Commission, Sanothimi, Bhaktapur, Telephone No.: 6638550, 6638551, Fax: 6638552, Email: ugc@ugcnepal.edu.np** or, may visit e-procurement section of GEPSON website <http://www.gepson.gov.np>.
4. Bidding documents may be downloaded from the GEPSON website or be purchased from the above office of **University Grants Commission** by eligible Bidders on the submission of a written application, along with the copy of company/firm registration certificate, VAT registration certificate and upon payment of a non-refundable fee of **NRs. 1,000.00**. Bidding documents can be purchased up to office hours of **October 13, 2014**.
5. For the purpose who choose to submit their bid electronically through e-procurement section of GEPSON website: <http://www.gepson.gov.np>, the bidders may either purchase the hard copy of bidding documents or may choose to download the necessary part of bidding documents, prepare their bids and submit their electronic bids as specified in the Instructions to Bidders. In case of bidder who choose to download and submit bid electronically, the bidder shall be required to deposit the cost of bidding document (as specified above) in the Current Account No. **173000021401** of University Grants Commission at Rastriya Baniya Bank, Sanothimi, Bhaktapur and electronic scanned copy (pdf format) of the Bank deposit voucher/tele transfer receipt shall also be submitted along with the electronic bid files.
6. Sealed Bids must be submitted to the above office of University Grants Commission on or before **12:00 hours on October 14, 2014**. Alternatively, bidders may submit their bid electronically through e-procurement section in GEPSON website: <http://www.gepson.gov.np>, before the above deadline and as specified in the Instructions to Bidders. Documents received after this deadline shall not be accepted.
7. Bids shall be opened in the presence of Bidders' representatives who choose to attend at **13:00 hours on October 14, 2014** at the office of **University Grants Commission, Sanothimi, Bhaktapur**. Bids must be valid for a period of **90 days** counting from the day of bid opening and must be accompanied by bid security, amounting to a minimum of **NRs. 97,000.00**, which shall be valid for 30 days beyond the bid validity period (i.e., **valid up to February 10, 2015**).
8. If bidder wishes to submit the Bid Security in the form of cash, the cash should be deposited in Current Account No. **173000021401**, Rastriya Baniya Bank, Sanothimi, Bhaktapur and submit the original receipt of the deposited amount of cash along with the bid.
9. 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 unless amended by another notice.
10. Bidders are advised to visit site and assess the actual site conditions before submitting their bid.
11. The Employer reserves the right to accept or reject, wholly or partly any or all the bids without assigning reason, whatsoever.