



Melamchi Municipality  
**Office of the Municipal Executive**  
Melamchi Sindhupalchok  
3 No Province

**Invitation for Electronic Bids for the Procurement of Office Goods**

Contract Identification No: MMSI/GOODS/NCB/2076-77/02

**Date of Publication: 2076/10/2**

1. The Melamchi Municipality, Office of the Municipal Executive invites electronic bids from eligible bidders for the procurement of Office Goods under National Competitive bidding procedures specified in Public Procurement Act and Regulations.
2. Eligible Bidders may obtain further information and inspect the bidding documents at the office of Melamchi Municipality, office of Municipal Executive, Melamchi Sindhupalchok or may visit e-GP system: [www.bolpatra.gov.np/egp](http://www.bolpatra.gov.np/egp) .
3. Bidding documents is available online and can be downloaded from e-GP system: [www.bolpatra.gov.np/egp](http://www.bolpatra.gov.np/egp). Interested bidders shall register in the e-GP system and deposit the cost of bidding document (NRs 3000) in the following bank.  
Name of the Bank: Nepal Bank Ltd  
Name of the Office: Melamchi Municipality  
Office Account No. : 16803000000004003001
4. Pre-bid meeting shall be held at Melamchi Municipality, office of Municipal Executive, Melamchi Sindhupalchok at 12:00 on 2076/10/26
5. Interested Bidders shall submit the electronic Bids through [www.bolpatra.gov.np/egp](http://www.bolpatra.gov.np/egp) to the above office of [name and address] on or before 12:00 on 2076/11/5.
6. Bids shall be opened in presence of Bidders' representatives who choose to attend on 13:00 on 2076/11/5 at Melamchi Municipality, office of Municipal Executive, Melamchi Sindhupalchok. 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 1,50,000.00 which shall be valid for minimum 30 days beyond the bid validity period [i.e. Insert date].
7. If the last date of 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.
8. The Employer reserves the right to accept or reject, wholly or partly any or all the bids without assigning any reason, whatsoever.
9. If there are any changes or correction in notice or on bid document, the notice will be published in Melamchi Municipality notice board & Webpage.
10. Bidder may get details of e-bid procedure from Public Procurement Monitoring Office (PPMO) at Tahachal, Kathmandu Nepal.
11. Bid will open at Melamchi Municipality Office, Melamchi Sindhupalchok, Nepal.
12. Other things not included in bidding documents will be as per PPA 2063 and PPR 2064.

Chief Administrative Officer