



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

## Invitation for Sealed Quotation for the “**Supply of Stationary Goods**”

Sealed Quotation No: MMSI/GOODS/NCB/2076-77/01

**Date of First Publication: 2076/9/24**

1. The *Melamchi Municipality, office of Municipal Executive* invites sealed quotations from registered Suppliers for the supply of stationary goods.
2. *Eligible Bidders may obtain further information and inspect the Bidding Documents at Melamchi Municipality, office of Municipal Executive, Melamchi Sindhupalchok, 011401089, dms.melamchimun@gmail.com*
3. *A complete set of Bidding Documents may be purchased from the Melamchi Municipality, office of Municipal Executive, Melamchi Sindhupalchok 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 of NRs. 1000.00 till 2076/10/10 during office hours.*
4. *Sealed bids must be submitted to the office Melamchi Municipality, office of Municipal Executive, Melamchi Sindhupalchok by hand on or before 12:00 on 2076/10/12. Bids received after this deadline will be rejected.*
5. *The bids will be opened in the presence of Bidders' representatives who choose to attend at 13:00 on 2076/10/12 at the office Melamchi Municipality, office of Municipal Executive, Melamchi Sindhupalchok. Bids must be valid for a period of 45 days after bid opening and must be accompanied by a bid security amounting to a minimum of 40000, which shall be valid for 30 days beyond the validity period of the bid. If bidder wishes to submit the Cash Security, the cash should be deposited in Deposit Account No. 16803000000003000004 at Nepal Bank Ltd, Melamchi Sindhupalchok and submit the receipt of the deposited amount of cash along with the Sealed Quotation.*
6. *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.*
7. The Purchaser reserves the right to accept or reject, wholly or partly any or all the Sealed Quotations without assigning any reason, whatsoever.