



**Invitation for Sealed Quotation**  
**Ministry of Home Affairs**  
**Singha Durbar, Kathmandu, Nepal**

Invitation for Sealed Quotation for the Procurement of Supply, Delivery and Installation of  
High End Server

Sealed Quotation No: ITS/G/075-076/01

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1. The Ministry of Home Affairs invites sealed quotations from registered Suppliers for the supply, delivery and installation of High End Server
2. A complete set of Bidding Documents should be purchased from the Ministry of Home Affairs Singha Durbar, Kathmandu (Office Management and Store Section) 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 till date 2076/02/08 during office hours.
3. Sealed bids must be submitted to the Ministry of Home Affairs Singha Durbar, Kathmandu (Office Management and Store Section) on or before (time) and (date). Bids received after this deadline will be rejected.
4. The bids will be opened in the presence of Bidders' representatives who choose to attend at (insert date and time) at the office of Ministry of Home Affairs, Singha Durbar, Kathmandu. 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 2 to 3 percent of estimated amount, which shall be valid for 30 days beyond the validity period of the bid.
5. 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.
6. The Purchaser reserves the right to accept or reject, wholly or partly any or all the Sealed Quotations without assigning any reason, whatsoever.
7. The bidders should submit the Mandatory Document listed below in separate envelop with the sealed quotation.
  - Quotation Security/Bank Guarantee
  - Company Registration
  - Vat/Pan Registration
  - Tax clearance of F/Y 2074/75
  - Letter of Quotation
8. In case of confusion on any subject or missing of any subject Public Procurement Act 2063 and Public Procurement Regulation 2064 should be followed