

# Invitation for Bids

*Government of Nepal*

*Ministry of Health and Population*  
*National Public Health Laboratory*  
*Teku, Kathmandu*

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Invitation for Bids No: **04: NPHL/NCB /G/04/2082-83**

1. The **Government of Nepal, Ministry of Health and Population, National Public Health Laboratory** invites *electronic* bids from eligible bidders for the procurement of *Office Goods* under National competitive bidding – Single Stage Single Envelope procedures.
2. The bidder may submit the bid for single or more packages as mentioned below and offer discounts/ cross discounts. Evaluation will be done for each package with contracts awarded based on the award combination that is of least cost to the Purchaser
3. Eligible Bidders may obtain further information and inspect the bidding documents at the office of **National Public Health Laboratory, Teku Kathmandu Tel: 01 5352421** or may visit PPMO egp system [www.bolpatra.gov.np/egp](http://www.bolpatra.gov.np/egp).
4. Bidder who chooses to submit their bid electronically may download the bidding documents for e-submission from PPMO's e-GP system [www.bolpatra.gov.np/egp](http://www.bolpatra.gov.np/egp). Bidders, submitting their bid electronically, should deposit NRS 3000/- cost of bidding document in the following Rajaswa (revenue) account as specified below .

## **Information to deposit the cost of bidding document in Bank:**

Name of the Bank: **Rastriya Banijya Bank, Teku Kathmandu**

Name of Office : **National Public Health Laboratory, Teku, Kathmandu**

Office Code no. : **370013504**

Office Account no.: **1000200010000**

Rajaswa (revenue) Shirshak no. : **14229**

5. Pre-bid meeting shall be held at **National Public Health Laboratory, Teku Kathmandu** at **11:00, 7<sup>th</sup> December 2025**
6. electronic bids must be submitted through PPMO's e-GP system [www.bolpatra.gov.np/egp](http://www.bolpatra.gov.np/egp) on or before **12:00 on 16<sup>th</sup> December 2025**. Bids received after this deadline will be rejected.
7. The bids will be opened in the presence of Bidders' representatives who choose to attend at **13:00, 16<sup>th</sup> December 2025** at the office of **National Public Health Laboratory, Teku Kathmandu**. Bids must be valid for a period of **90 days** from the date of bid opening and must be accompanied by a bid security or scanned copy of the bid security in pdf format in case of e-bid, following amount which shall be valid for 30 days beyond the validity period of the bid.
8. 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 and** bid security shall remain the same as specified for the original last date of bid submission.
9. The name and identification of the contracts packages and Bid Security Amount are as follows:

Pacakge	Prticular	Bid Security	Bid Fee
Package 1	as per Price Shedule for Goods	23200	3000
Package 2	as per Price Shedule for Goods	12800	
Package 3	as per Price Shedule for Goods	5300	
Package 4	as per Price Shedule for Goods	37500	

If the Bidder wishes to submit the Bid Security in the form of cash, the cash should be deposited in Deposit Account No: **1700100102030000** at **Rastriya Banijya Bank, Teku** and submit the receipt of the deposited amount of cash along with the bid.

