



Ministry of Education

National Center for Educational Development
Sanothimi, Bhaktapur

Invitation for Sealed Quotation

Sealed Quotation No : SUPPLY OF OFFICE MATERIALS NCED/2074-075/01

Date of first Publication : 2074/06/05

1. The National Center for Educational Development invites sealed quotations from registered Suppliers for the supply, delivery and installation of Office Materials.
2. Interested eligible Suppliers may obtain further information and inspect the Sealed quotation Forms at the office of
Name of the Office : National Center for Educational Development
Address of the Office : Sanothimi, Bhaktapur
Phone: 977-1-6635835; Fax: 977-1-6630193; URL: www.nced.gov.np.
3. Sealed Quotation Forms may be purchased by eligible Suppliers on the submission of a written application and upon payment of a non-refundable fee of **Rs. 1000.00**.
4. Sealed Quotations must be submitted to the above office on or before 12 noon on **2074/06/20**. Quotation received after this deadline shall not be accepted.
5. Quotations must be valid for a period of **45 days** after opening of Sealed quotations and must be accompanied by Cash Security or Bank Guarantee, amounting to a **Rs. 26000.00**, which shall be **valid for 75 days** after opening of the Sealed Quotations.
6. If bidder wishes to submit the Cash Security, the cash should be deposited in **Deposit Account No. Kha 3/19-51-9074** of **District Treasury Controller Office, Bhaktapur** in office code **29-350-13** or a Bank Guarantee from a Commercial Bank in Nepal for 75 days. and submit the receipt of the deposited amount of cash along with the Sealed Quotation
7. Sealed Quotation shall be opened in the presence of Suppliers' representatives who choose to attend at **2 PM** at the office of National Center for Educational Development, Sano Thimi, Bhaktapur.
8. 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.
9. The Purchaser reserves the right to accept or reject, wholly or partly any or all the Sealed Quotations without assigning any reason, whatsoever.