



**Panchkhapan Municipality**  
**Office of Municipal Executive**  
**Wana, Sankhuwasabha**

सुदूर पश्चिम प्रदेशको काठमाडौं  
वना, संखुवासभा  
स्था-२०७३

**Fiscal Year: 2080-81**

**Notice No: २४**

**Invitation for Sealed Quotation**

Invitation for Sealed Quotation for the procurement of Purchase of Office Materials

Sealed Quotation No: PMW/SS/SQ/OM/03/80/81

**First Date of first Publication: 2080/08/27**

1. The **Panchkhapan Municipality** invites sealed quotations from registered Suppliers for the supply, delivery and installation of Office Goods. The estimated amount for the work is **19,25,911.73 (including VAT)**
2. Eligible Bidders may obtain further information and inspect the Bidding Documents at the office of **Panchkhapan Municipality, Wana , Sankhuwasabha, [Panchkhapan.mun@gmail.com](mailto:Panchkhapan.mun@gmail.com), 029-411083**
3. A complete set of Bidding Documents may be purchased from the office **Panchkhapan Municipality, Wana , Sankhuwasabha** 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 **2080/09/11** during office hours.  
Name of the Bank: Nabil Bank Name of Office:Panchkhapan Municipality  
Office Account no.: 21301017500030
4. Sealed bids must be submitted to the office **Panchkhapan Municipality, Wana, Sankhuwasabha** by hand on or before 12:00 on **2080/09/11**. 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 **2080/09/11** at the office of **Panchkhapan Municipality, Wana , Sankhuwasabha**. 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 **50,000** which shall be valid for 30 days beyond the validity period of the bid i.e, **2080/11/27**. If bidder wishes to submit the Cash Security, the cash should be deposited in **Deposit Account No.21301017500022 at Nabil bank panchkhapan branch** 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.

जगेशमान सिंह राई  
प्रमुख प्रशासकीय अधिकृत