

Name of the Office: **Gokarneshwor Municipality, Office of Municipal Executive**

Address of the Office: **Jorpati, Kathmandu**

Invitation for Sealed Quotation

Sealed Quotation No: **GM/Sup/SQ/01/074/75**

Date of first Publication: **2074/5/9**

1. The **Office of Municipal Executive, Gokarneshwor** invites sealed quotations from registered Suppliers for **the supply and delivery of Computer, Laptop and Accessories**.
2. Interested eligible Suppliers may obtain further information and inspect the sealed Quotation at the Office of Municipal Executive, Gokarneshwor during office hours. The contact person can be reached by the contact no.: 4914115 or email: finance@gokarneshwormun.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** within the office hours up to 15th day of first publication from Office of Municipal Executive, Gokarneshwor.
4. Sealed Quotations must be submitted to the office at or before **12:00 hrs of 16th day** of first publication. Sealed Quotations shall be sealed in an envelope addressing to the address below indicating name of the contract, contract identification number, supplier's name and address. 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 **minimum of NRs. 44,000/-**, 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. **Ga. 3 - 0210801146156083** at **Agricultural Development Bank, Jorpati Branch** 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 **1:00 PM** at the **Office of Municipal Executive, Gokarneshwor**.
8. Ordered goods shall be supplied and delivered to **Gokarneshwor Municipality, Office of Municipal Executive, Jorpati**.
9. In the case of discrepancies or error in Sealed Quotations, Invitation for Sealed Quotation or any other documents, the purchaser reserves the right to amend and correct at any time.
10. If the last date of submission and opening falls on a government holiday, then the next working day shall be considered the last day.
11. The purchaser reserves the right to accept or reject, wholly or partly any or all the Sealed Quotations without assigning any reason, whatsoever.

Executive Officer