



नेपाल सरकार
भौतिक पूर्वाधार तथा यातायात मन्त्रालय
सडक विभाग

फोन नं. ०१४५७०४९७
फ्याक्स नं. ०१४५७३०९२

हेभी इक्वीपमेन्ट डिभिजन

मिनिभवन, काठमाण्डौ

सडक विभाग
हेभी इक्वीपमेन्ट डिभिजन
नयाँ बानेश्वर, काठमाण्डौ

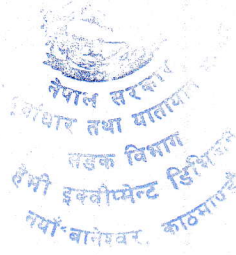
दररेट उपलब्ध गराउने सम्बन्धि सूचना
सूचना नं. HEDKTM/DP/081-082/58
(प्रकाशित मिति २०८२।१।१५)

यस डिभिजन अन्तर्गत संचालित Isuzu D-Max Pick Up, Toyota Prado Jeep, Nissan Pick Up, Hyundai Accent, Hyundai Santro & Ford Ranger Pick Up को लागी स्पेयर पार्टस खरिद गर्नु पर्ने भएको हुँदा कार्यालयमा सूचीकृत भएका सम्बन्धित आपूर्तिकर्ताहरु र सूचीकृत नभएका सम्बन्धित आपूर्तिकर्ताहरु लाई समेत व्यवसाय दर्ता सम्बन्धि प्रमाणपत्र, कर चुक्ताको प्रमाणपत्र, प्यान/भ्याट दर्ता लगायतका आवश्यक कागजात सहित सूचीकृत हुन निवेदन सहित २०८२।१।१७ गते कार्यालय समय भित्र यसै साथ संलग्न Standard Bidding Document मा दररेट भरी उपलब्ध गराई दिनु हुन यो सूचना प्रकाशित गरिएको छ ।

खरिद इकाई प्रमुख

खरिद इकाई प्रमुख

STANDARD BIDDING DOCUMENT



Procurement of Goods Direct Purchase

HEDKTM/DP/081-082/58

Issued by:
Department Of Road
Heavy Equipment Division,
Minbhawan, Kathmandu

F/Y 2081/082

A handwritten signature in blue ink is written over a rectangular official stamp. The stamp contains the text 'सरीद इकाई प्रमुख' (Sariid Ekaai Pramuks) in Nepali, which translates to 'Procurement Unit Head'.

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उरीद इकाई प्रमुख

Section I. Invitation for Direct Purchase (IDP)

Name of Supplier/Bidder :

Address of the Supplier:

1. The DOR, Heavy Equipment Division, Minbhawan, Kathmandu invites Priced Quotations for the supply, delivery and installation of *Spare Parts Of Isuzu D-Max Pick Up, Toyota Prado Jeep, Nissan Pick Up, Hyundai Accent, Hyundai Santro & Ford Ranger Pick Up* as detailed in attached Specifications and the Schedule of Requirements provided herein.
2. The Price Quotation submitted by the Bidder shall comprise the following:
 - a. Quotation and Price Schedules
 - b. Schedule of Requirements
 - c. Technical Specifications
3. Priced Quotations must be submitted to the office of **DOR, Heavy Equipment Division, Minbhawan, Kathmandu** on or before **2082/01/17** during office hours.
4. The Bidder shall indicate on the Price Schedule the unit prices (where applicable) and total price of the goods to be supplied under the contract. All duties, taxes and other levies payable by the Supplier/Bidder under the contract shall be included in the rates, prices and total Bid Price submitted by the Bidder.
5. Price quoted by the Bidder shall remain fixed and valid until completion of the Contract Performance and will not be subject to variation in any account.
6. Submitted Priced Quotations must remain valid for a period of **21 days** after the deadline for submission date.
7. The Bidder shall furnish, as part of its bid, documents establishing the Supplier's/ Bidder's eligibility to bid and qualification to perform the contract if the bid is accepted. Documents to establish such eligibility shall be but not limited to the following:
 - a) Up to date Firm/Company Registration Certificate
 - b) VAT and PAN Registration Certificates
 - c) Tax Clearance Certificate or Submission of Tax Returns up to 078/079
 - d) Manufacturer's Authorization Certificate, if required
8. The goods supplied under this contract shall confirm to the Schedule of Requirements and the standards mentioned in the Technical Specification.
9. 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.
10. The Purchaser reserves the right to accept or reject the Sealed Quotations without assigning any reason, whatsoever.

Yours sincerely

Pradeep Kumar Shrestha
Procurement Unit Chief

Name of the Purchaser : **DOR, Heavy Equipment Division,**
Address of the Purchaser : **Minbhawan, Kathman**


सरीद इकाई प्रमुख

Section II. Conditions of Contract

1. Definitions

1.1 In this contract, the following terms shall be interpreted as indicated:

- a. "The Contract" means the agreement entered into between the Purchaser and the Supplier, as recorded in the Contract Form Signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein;
- b. "The Contract Price" means the price payable to the Supplier under the contract for the full and proper performance of its contractual obligation;
- c. "The Goods" means Equipment and related Accessories and spare-parts or any other materials which the Supplier is required to supply to the Purchaser under the contract;
- d. "Services" means services ancillary to the supply of the goods such as transportation and insurance including the installation, commissioning and the operational and maintenance training of the supplied equipment.
- e. "The Purchaser" means the procuring entity purchasing the goods;
- f. "The Supplier" means the organization supplying the goods and services under this contract.

2. Technical Specification

2.1 The goods supplied under this contract shall confirm to the standards mentioned in the Technical Specification.

3. Patent Right

3.1 The Supplier shall indemnify the Purchaser against all third-party claims of infringement of patent, trademark or industrial design rights arising from use of goods or any part thereof in the Purchaser's country.

4. Inspection and Tests

4.1 The Purchaser or its Representative shall have the right to inspect and/or test the goods to confirm their conformity to the Technical Specification and the quality of performance after the supply and delivery of good to the Purchaser's premises.

5. Packing

5.1 The Supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transmit to their final destination as indicated in the contract.

5.2 The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage.

5.3 The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided in accordance with international standard and practice.

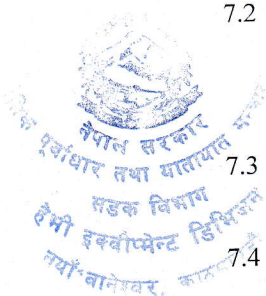
6. Delivery of Goods

6.1 Delivery of the goods shall be made by the Supplier in accordance with the terms specified by the Purchaser in its Schedule of Requirements.

7. Warranty

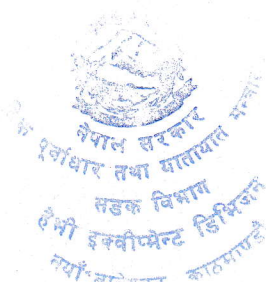
7.1 The Supplier warrants that all the goods supplied under the contract shall fully comply with the specification laid down in the contract.

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- 7.2 The warranty shall remain valid for one year after the goods have been delivered to the final destination indicated in the contract, and accepted by the Purchaser after installation and commissioning of equipment by the Supplier.
- 7.3 The Purchaser shall promptly notify the Supplier in writing of any claims arising under this warranty.
- 7.4 Upon receipt of such notice, the Supplier shall, with all reasonable speed, replace the defective goods without cost to the Purchaser. The Supplier will be entitled to remove, at its own risk and cost, the defective goods.
- 8. Payment**
- 8.1 Payment of the goods supplied shall be made in Nepali Rupees after the delivery and installation and commissioning of goods to the satisfaction of the Purchaser.
- 8.2 Payment shall be made within fifteen (15) days of receipt of the goods and upon submission of claim supported by the acceptance certificate issued by the Purchaser. .
- 9. Prices**
- 9.1 Prices charged by the Supplier for goods delivered under the contract shall not vary from the prices quoted by the Supplier in its price quotation.
- 10. Insurance**
- The Purchaser will be responsible for taking out any appropriate insurance coverage.
- 11. Governing Language**
- 11.1 The Governing Language shall be: Nepali or English
- 12. Applicable Law**
- 12.1 The applicable law shall be Laws of Nepal.
- 13. Notices**
- 13.1 **Purchaser's address for notice purposes:** *HED Minbhawan, Kathmandu*
- 13.2 **Supplier's address for notice purposes:**
- 14. Taxes and Duties**
- 14.1 The Supplier shall be entirely responsible for all taxes, duties, licence fees and other such levies imposed by the GON.
- 15. Operation, Maintenance and Spare-parts Manuals**
- 15.1 The successful Supplier shall supply 2 copies of manufacturer's operation, maintenance and spare-part manuals of the goods (Equipment).
- 16. Conduct of Suppliers**
- 16.1 The Supplier shall be responsible to fulfil his obligations as per the requirement of the Contract Agreement, Bidding documents, GON's Procurement Act and Regulations.
- 16.2 The Supplier shall not carry out or cause to carry out the following acts with an intention to influence the implementation of the procurement process or the procurement agreement :
- give or propose improper inducement directly or indirectly,
 - distortion or misrepresentation of facts
 - engaging or being involved in corrupt or fraudulent practice
 - interference in participation of other prospective bidders.
 - coercion or threatening directly or indirectly to impair or harm, any party or the property of the party involved in the procurement proceedings,

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- f. collusive practice among bidders before or after submission of bids for distribution of works among bidders or fixing artificial/uncompetitive bid price with an intention to deprive the Purchaser the benefit of open competitive bid price..
- g. contacting the Purchaser with an intention to influence the Purchaser with regards to the bid or interference of any kind in examination and evaluation of the bids during the period after opening of bids up to the notification of award of contract

17. Blacklisting Supplier

17.1 The GON, Public Procurement and Monitoring Office (PPMO) may blacklist a Supplier for his conduct up to three years on the following grounds and seriousness of the act committed by the supplier:

- a. if it is proved that the supplier committed acts pursuant to the Sub - clause 16.2,
- b. if it is proved later that the supplier had committed substantial defect in implementation of the contract or had not substantially fulfilled his obligations under the contract or the completed work is not of the specified quality as per the contract ,
- c. if convicted by a court of law in a criminal offence which disqualifies the supplier from participating in the contract.

17.2 A Supplier declared blacklisted and ineligible by the GON shall be ineligible to bid for a contract during the period of time determined by PPMO.

18. Dispute Resolution

18.1 Any dispute arising out of the Contract, which cannot be amicably settled between the parties, shall be referred to adjudication.


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Section III. Schedule of Requirements

The delivery schedule expressed as days/weeks/months stipulates hereafter a delivery date which is the date of delivery to the final destination where the Goods is required to be delivered.

S.N.	Description	Quantity	Unit	Place of Delivery	Delivery schedule days/weeks/months from ¹
1	Brake Pad	1	Set	Heavy Equipment Division Minbhawan, Kathmandu	3 days from the date of purchase order
2	Shock Absorber Bush Rear	8	Nos		
3	D-Bush	2	Nos		
4	C.V Boot Clip	6	Nos		
5	Antirust WD40	1	Nos		
6	Fog Lamp Bulb	1	Nos		
7	Bulb	2	Nos		
8	Oil Filter	1	Nos		
9	Fuel Filter	1	Nos		
10	Air Filter	1	Nos		
11	Axle Oil Seal	1	Nos		
12	Rotor Disc	2	Nos		
13	Brake Pad	1	Set		
14	Brake Shoe	1	Set		
15	UJ Cross	1	Nos		
16	Gear Box Oil Seal	1	Nos		
17	Silencer Extension	1	Nos		
18	Bulb	2	Nos		
19	Stop Lamp Switch	1	Nos		
20	Bulb	6	Nos		
21	Bulb T10	5	Nos		
22	Plug Wire Set	1	Nos		
23	Spark Plug	4	Nos		
24	C.V Boot In/Out	2	Nos		
25	BMC Assy	1	Nos		
26	Brake Booster	1	Nos		
27	Oil Filter	1	Nos		
28	Air Filter	1	Nos		
29	D-Bush	2	Nos		
30	Oil Filter	1	Nos		
31	Fuel Filter	1	Nos		
32	Air Filter	1	Nos		
33	Clutch Plate & Pressure Plate	1	Set		
34	Clutch Bearing	1	Nos		
35	C.V Boot In/Out	2	Nos		
36	Silencer Box	1	Nos		
37	Silencer Gasket	2	Nos		
38	Drive Shaft Assy RH	1	Nos		
39	Bulb	2	Nos		
40	Fog Lamp Bulb	1	Nos		

¹ 30The Purchaser must specify here the date from which the delivery schedule will start. That date should be either the date of contract award, or the date of contract signature. The DP Form should include only a cross-reference to this Schedule.

Section V. Sample Forms

41	Bulb	2	Nos		
42	Spring Leaf Main	1	Nos		
43	Center Bolt	1	Nos		

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नगर प्रमुख कार्यालय
काठमाण्डौ

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Section IV. Technical Specifications

Number	Description	Technical Specification (if any)	Offered/ Compliance	Remarks
1	Brake Pad	For Isuzu D-Max Pick Up		
2	Shock Absorber Bush Rear			
3	D-Bush			
4	C.V Boot Clip			
	Antirust WD40			
6	Fog Lamp Bulb			
7	Bulb	For Toyota Prado Jeep		
8	Oil Filter			
9	Fuel Filter			
10	Air Filter			
11	Axle Oil Seal			
12	Rotor Disc			
13	Brake Pad	For Nissan Pick Up		
14	Brake Shoe			
15	UJ Cross			
16	Gear Box Oil Seal			
17	Silencer Extension			
18	Bulb			
19	Stop Lamp Switch	For Hyundai Accent		
20	Bulb			
21	Bulb T10			
22	Plug Wire Set			
23	Spark Plug			
24	C.V Boot In/Out			
25	BMC Assy			
26	Brake Booster			
27	Oil Filter			
28	Air Filter			
29	D-Bush	For Hyundai Santro		
30	Oil Filter			
31	Fuel Filter			
32	Air Filter			
33	Clutch Plate & Pressure Plate			
34	Clutch Bearing			
35	C.V Boot In/Out			
36	Silencer Box			
37	Silencer Gasket			
38	Drive Shaft Assy RH			
39	Bulb	For Ford Ranger Pick Up		
40	Fog Lamp Bulb			
41	Bulb			
42	Spring Leaf Main			
43	Center Bolt			

1. Price Quotation and Price Schedules

Date:

To: **DOR, Heavy Equipment Division, Minbhawan, Kathmandu**

Gentlemen and/or Ladies:

Having examined the Direct Purchase (DP) documents, we the undersigned, offer to supply and deliver in conformity with the said DP documents for the sum of.....(in figures).....(in words) or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Price Quotation.

We undertake, if our Price Quotation is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

We agree to abide by this price Quotation for a Period of **21** days from the last date fixed for submission of the Price Quotation..

Until a formal Contract is prepared and executed, this Price Quotation, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

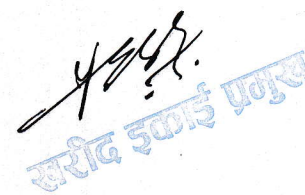
We understand that you are not bound to accept the lowest or any Price Quotation you may receive.

Dated this _____ day of _____ 20_____.

[signature]

[in the capacity of]

Duly authorized to sign Price Quotation for and on behalf of _____


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नेपाल सरकार

2. Price Schedule

Name of Supplier _____ Page of _____

1	2	3	4	5	6	7
Item	Description	Quantity	Unit	Unit price (Site Delivery)	Total price per item (cols. 4 x 5)	Remarks
1	Brake Pad	1	Set			
2	Shock Absorber Bush Rear	8	Nos			
3	D-Bush	2	Nos			
4	C.V Boot Clip	6	Nos			
5	Antirust WD40	1	Nos			
6	Fog Lamp Bulb	1	Nos			
7	Bulb	2	Nos			
8	Oil Filter	1	Nos			
9	Fuel Filter	1	Nos			
10	Air Filter	1	Nos			
11	Axle Oil Seal	1	Nos			
12	Rotor Disc	2	Nos			
13	Brake Pad	1	Set			
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16	Gear Box Oil Seal	1	Nos			
17	Silencer Extension	1	Nos			
18	Bulb	2	Nos			
19	Stop Lamp Switch	1	Nos			
20	Bulb	6	Nos			
21	Bulb T10	5	Nos			
22	Plug Wire Set	1	Nos			
23	Spark Plug	4	Nos			
24	C.V Boot In/Out	2	Nos			
25	BMC Assy	1	Nos			
26	Brake Booster	1	Nos			
27	Oil Filter	1	Nos			
28	Air Filter	1	Nos			
29	D-Bush	2	Nos			
30	Oil Filter	1	Nos			
31	Fuel Filter	1	Nos			
32	Air Filter	1	Nos			
33	Clutch Plate & Pressure Plate	1	Set			
34	Clutch Bearing	1	Nos			
35	C.V Boot In/Out	2	Nos			
36	Silencer Box	1	Nos			
37	Silencer Gasket	2	Nos			
38	Drive Shaft Assy RH	1	Nos			

Section V. Sample Forms

39	Bulb	2	Nos			
40	Fog Lamp Bulb	1	Nos			
41	Bulb	2	Nos			
42	Spring Leaf Main	1	Nos			
43	Center Bolt	1	Nos			
Total Amount						
Add 13% Value Added Tax						
Total Including VAT						

Total Price(in words)

Signature of Bidder _____

Note: In case of discrepancy between unit price and total, the unit price shall prevail

[Handwritten Signature]
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3. Form of Agreement

THIS AGREEMENT made the _____ day of _____ 20____ **DOR, Heavy Equipment**
Division, Minbhawan, Kathmandu (hereinafter called "the Purchaser") of the one part and
..... (name of supplier) of
.....[address of Supplier] (hereinafter called "the Supplier") of the
other part:

WHEREAS the Purchaser invited Priced Quotation for certain goods and ancillary services, viz., supply,
delivery and installation of and has accepted a Price
Quotation by the Supplier for the supply of those goods and services in the sum of
.....[contract
price in words and figures] (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - a. Price Quotation Form and the Price Schedule submitted by the Supplier;
 - b. The Schedule of Requirements;
 - c. The Technical Specifications;
 - d. The Conditions of Contract; and
 - e. The Purchaser's Notification of Award.
3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

On behalf of the Purchaser

Name:

Designation:

Sign:

Seal:

On behalf of the Supplier

Name:

Designation:

Sign:

Seal: