



भौतिक पूर्वाधार विकास विभाग
नेपाल सरकार
हेभी ईक्वीपमेण्ट डिभिजन
नेपालगंज, बाँके

ईमेल hed_nepalgunnj@dor.gov.np
फोन : ०८१५५०३९१

दररेट उपलब्ध गराउने सम्बन्धि सूचना

IDENTIFICATION NUMBER :- HEDNPJ/DP/081-082/07

(प्रकाशित मिति २०८१।०५।०४)

यस डिभिजनमा मर्मत भइरहेका Nissan D22 पिकअपको लागी आवश्यक भएका विभिन्न स्पेयर पार्टसहरू खरिद गर्नुपर्ने भएको हुँदा कार्यालयमा सूचिकृत भएका सम्बन्धित आपूर्तिकर्ताहरू र सूचिकृत नभएका सम्बन्धित आपूर्तिकर्ताहरूलाई समेत व्यवसाय दर्ता सम्बन्धि प्रमाणपत्र, कर चुक्ताको प्रमाणपत्र, प्यान भ्याट दर्ता लगायतका आवश्यक कागजात सहित सूचिकृत हुन निवेदन सहित मिति २०८१।०५।०८ गते कार्यालय समय भित्र यसै पत्रसाथ संलग्न Standard Bidding Document मा दररेट भरी उपलब्ध गराई दिनुहुन अनुरोध छ।

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अनुमति
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STANDARD BIDDING DOCUMENT

Procurement of Goods Direct Purchase

Identification Number :- HEDNPJ/DP/081-082/07

Issued by:
Government of Nepal
Ministry of Physical Infrastructure and Transport
Department of Road
Heavy Equipment Division
Nepalgunj

F/Y 081/82



33rd June
खरिद इलाह प्रमुख

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Section I. Invitation for Direct Purchase (IDP)

Name of Supplier/Bidder :

Address of the Supplier:

1. The *Heavy Equipment Division, Nepalgunj* invites Priced Quotations for the supply and delivery of Spare parts set 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, Nepalgunj* on or before **2081/05/08** 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 **30 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 {enter Fiscal Year}
 - d) Manufacturer's Authorization Certificate ,if required
 - e) Other documents as needed
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. Duly Filled up Direct purchase Document (Hard Copy) must be submitted physically.
11. The Purchaser reserves the right to accept or reject the Sealed Quotations without assigning any reason, whatsoever.

Yours sincerely,

Om Bahadur Thapa, Mechanical Engineer ,Procurement Committee HeadName of the Purchaser: **DoR, Heavy Equipment Division**Address of the Purchaser: **Nepalgunj (Banke)**

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.
- 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:- DoR, Heavy Equipment Division, Nepalgunj
- 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 carryout 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

भारत सरकार
उत्तर प्रदेश सरकार
मुख्य मंत्रालय
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engaging or being involved in corrupt or fraudulent

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- d. interference in participation of other prospective bidders.
- e. coercion or threatening directly or indirectly to impair or harm, any party or the property of the party involved in the procurement proceedings,
- 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.

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.

Number	Description	Quantity	Place of Delivery	Delivery schedule days/weeks/months from
1	Tie Rod End	1 Set	DoR, Heavy Equipment Division, Nepalgunj	5 days from the date of purchase Order
2	Air Filter	2 No.		
3	Center Bearing	1 No		
4	Hub Oil Seal	4 No		
5	Wiper Blade	4 No		
6	Brake Master Cylinder Assy	1 No		
7	Brake Booster	1 No		
8	Load Sensing Valve Assy(Brake Weight)	1 No		

Section IV. Technical Specifications

[Text of Technical Specifications to be inserted in the DP documents by the Purchaser, as applicable.]

¹ The 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

Number	Description	Technical Specification	Offered/ Compliance	Remarks
1	His Prod End	Nissan 1722		
2	Air Filter			
3	Center Bearing			
4	Hub Oil Seal			
5	Wiper Blade			
6	Brake Master Cylinder Assy			
7	Brake Booster			
8	Load Sensing Valve Assy(Brake Weight)			

Section V. Sample Forms

1. Price Quotation and Price Schedules

Date:

To: *DuR, Heavy Equipment Division, Hapdagan*

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 (Total Amount in Figure)

.....

..... (Total Amount 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 **15** days from the last date fixed for submission of the Price Quotation.

Section V, Sample Forms

Until a formal Contract is prepared, 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 _____

2. Price Schedule

Name of Supplier _____

Page of _____

1	2	3	4	5	6	7
Item	Description	Unit	Quantity	Unit price (Bids Bidders)	Total price per item (Bids 4 x 5)	Remarks
1	Tie Rod End	Set	1			
2	Air Filter	Ho	2			
3	Center Bearing	Ho	1			
4	Hub Oil Seal	Ho	4			
5	Wiper Blade	Ho	4			(Given D1)
6	Brake Master Cylinder Assy	Ho	1			
7	Brake Booster	Ho	1			
8	Load Sensing Valve Assy(Brake Weight)	Set	1			
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



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THIS AGREEMENT made the 20 day of November 2011 between DoR, Heavy Equipment Division, Nagpur of the one part and [Name of Supplier] of [city and country of Supplier] (hereinafter called "the Supplier") of the other part:

WHEREAS the Purchaser invited Priced Quotation for certain goods and ancillary services, viz., Spare parts of Different Pickup 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: