Invitation for Bids
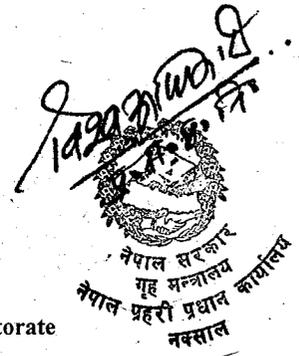## Government of Nepal (GoN)
Ministry of Home Affairs
Nepal Police Headquarters
Administration Department
Financial Administration and Procurement Directorate
· Naxal, Kathmandu ·
Date of Publication: 10th Fagun, 2082 (22th February, 2026)

1. **Nepal Police Headquarters, Administration Department, Financial Administration and Procurement Directorate, Naxal, Kathmandu** invites electronic bids from eligible bidders for the procurement of below mentioned Goods under National competitive bidding- **"Single Stage Two Envelope procedures"**. The name and identification of the contract are as follows:

SN	Contract ID No.	Name of Goods	Quantity	Bid Security Amount (NRs.)	Bid Document Fee (NRs.)
1	NPHQ/G/NCB/2082-083/109	Communication Batteries (12 Volt)	1 Package	93,000.00	Rs.3,000.00
2	NPHQ/G/NCB/2082-083/110	Communication Hand Set Batteries	1 Package	75,000.00	Rs.3,000.00
3	NPHQ/G/NCB/2082-083/111	Computer, Photocopy Machine, Printer, Toner Refilling and Related Items	1 Package	2,33,000.00	Rs.3,000.00
4	NPHQ/G/NCB/2082-083/112	Electrical Related Items	1 Package	2,21,000.00	Rs.3,000.00
5	NPHQ/G/NCB/2082-083/113	Identity Card Printing Accessories	1 Package	1,02,000.00	Rs.3,000.00

2. Under the Single Stage, Two Envelope Procedure, Bidders are required to submit simultaneously two separate envelopes, one containing **"The Technical Bid"** and the other **"The Price Bid"**, as per the provision of ITB 23 of the Bidding Document.

3. Eligible Bidders may obtain further information and inspect the bidding documents at the office of **Nepal Police Headquarters, Administration Department, Financial Administration and Procurement Directorate, Naxal, Kathmandu, Tel 01-5719848** and Email address: *procurement_directorate@nepalpolice.gov.np* or may visit PPMO eGP system www.bolpatra.gov.np/egp.

4. Bidder must submit their bid electronically as per e-GP System Operation Guidelines, 2074. Bidder may download the bidding documents for e-submission from PPMO's e-GP system www.bolpatra.gov.np/egp. Bidders, submitting their bid electronically, should deposit the cost of bidding document in the following Rajaswa (revenue) account as specified below.
   Information to deposit the cost of bidding document in Bank:
   Name of the Bank: Rastriya Banijya Bank Ltd, Thamel, Kathmandu.
   Name of Office: Nepal Police Headquarters, Naxal   Office Code No.: 31-40-43-512
   Revenue Account No.: 1000100200010000   Revenue Heading No.: 14229

5. **Pre-bid meeting** shall be held at Nepal Police Headquarters, Administration Department, Financial Administration and Procurement Directorate, Naxal, Kathmandu on **29th Fagun, 2082 (13th March, 2026)** at 14:00 hours.

6. Electronic bids must be submitted to the office **Nepal Police Headquarters, Administration Department Financial Administration and Procurement Directorate, Naxal, Kathmandu** through PPMO's e-GP system www.bolpatra.gov.np/egp on or before **10th Chait, 2082 (24th March, 2026)** at 12:00 hours. Bids received after this deadline will be rejected.

7. The bids will be opened in the presence of Bidders' representatives who choose to attend on **10th Chait, 2082 (24th March, 2026)** at 14:00 hours at the office of **Nepal Police Headquarters, Administration Department, Financial Administration and Procurement Directorate, Naxal, Kathmandu.** Bids must be valid for a period of *90 days* from the date of bid opening and must be accompanied by a bid security, which shall be valid for 30 days beyond the bid validity period of the bid.

8. If the last date of 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 and bid security shall remain the same as specified for the original last date of bid submission.