



Government of Nepal (GoN)
Ministry of Home Affairs
Nepal Police Headquarters
Administration Department
Financial Administration and Procurement Directorate
Naxal, Kathmandu, Nepal
Invitation for Bidders

Date of Publication: 05th Ashoj, 2083 (21st September, 2026)

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नेपाल सरकार
गृह मन्त्रालय
नाखल प्रहरी प्रधान कार्यालय

1. The **Nepal Police Head Quarters, Administration Department, Financial Administration and Procurement Directorate, Naxal, Kathmandu, Nepal** invites sealed bids from eligible bidders for the procurement of following items 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/NCB/G/2083-084/14	Cleaning Related Items	1 Package	80,000.00	3,000.00
2	NPHQ/NCB/G/2083-084/15	Communication Batteries (12Volt)	1 Package	88,100.00	3,000.00
3	NPHQ/NCB/G/2083-084/16	Communication Hand Set Batteries	1 Package	70,500.00	3,000.00
4	NPHQ/NCB/G/2083-084/17	Computer, Laptop, Photocopy Machine, Printer and Toner Refilling Related Items	1 Package	2,04,800.00	3,000.00
5	NPHQ/NCB/G/2083-084/18	Construction and other Capital Reform Related Items	1 Package	2,12,600.00	3,000.00
6	NPHQ/NCB/G/2083-084/19	Electrical Related Items	1 Package	1,50,400.00	3,000.00
7	NPHQ/NCB/G/2083-084/20	Furnishing Related Items	1 Package	98,400.00	3,000.00
8	NPHQ/NCB/G/2083-084/21	Furniture Related Items	1 Package	1,05,300.00	3,000.00
9	NPHQ/NCB/G/2083-084/22	Office Stationery Related Items	1 Package	2,20,600.00	3,000.00
10	NPHQ/NCB/G/2083-084/23	Painting Related Items	1 Package	1,63,000.00	3,000.00
11	NPHQ/NCB/G/2083-084/24	Printing Related Items	1 Package	5,50,900.00	5,000.00
12	NPHQ/NCB/G/2083-084/25	Spare Parts of Indian Light and Heavy Vehicles, Spare Parts of Japanese Light Vehicle and Motorcycles, Vehicle Batteries and Vehicle Tyre, Tube and other Accessories	1 Package	10,82,500.00	5,000.00

2. A complete set of Bidding Documents may be purchased from the office of **Nepal Police Head Quarters, Administration Department, Financial Administration and Procurement Directorate, Naxal, Kathmandu, Nepal** 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 as specified above **till 26nd Ashoj, 2083 (12th October, 2026)** during office hours in the 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 Head Quarters, Naxal, Kathmandu

Account no.: 1000100200010000

Office Code no.: 31-40-43-512

Rajaswa (revenue) Shirshak no.: 14229

3. **Pre-bid meeting** shall be held at Nepal Police Head Quarters, Administration Department, Financial Administration and Procurement Directorate, Naxal, Kathmandu, Nepal on **15th Ashoj, 2083 (01st October, 2026) at 13:00 hours.**
4. Sealed bids must be submitted to the office Nepal Police Head Quarters, Administration Department, Financial Administration and Procurement Directorate, Naxal, Kathmandu, Nepal by hand on or before **27th Ashoj, 2083 (13th October, 2026) at 12:00 hours.** 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 **27th Ashoj, 2083 (13th October, 2026) at 14:00 hours** at the office of Nepal Police Head Quarters, Administration Department, Financial Administration and Procurement Directorate, Naxal, Kathmandu, Nepal.
6. Eligible Bidders may obtain further information at the office of Nepal Police Head Quarters, Administration Department, Financial Administration and Procurement Directorate, Naxal, Kathmandu, Nepal, Tel 01-5719848 and Email address: procurement_directorate@nepalpolice.gov.np.