

एसजेवीएन अरूण-3 पाँवर डवलपमेंट कंपनी प्रा. लि.  
SJVN Arun-3 Power Development Company Pvt. Ltd.

(एसजेवीएन की पूर्ण स्वामित्व वाली अधीनस्थ कंपनी)

(A wholly owned subsidiary of SJVN)

900 मेगावाट अरूण-3 जलविद्युत परियोजना  
900 MW Arun-3 Hydro Power Project  
Regd. No.: 111808/69/070



Ref. No.: SAPDC/P&C/Arun-3 HEP/PPR-161/2023-526

Date: 11.07.2023

**NOTICE INVITING QUOTATIONS (NIQ)**

Sealed quotations are herewith invited by SJVN Arun-3 Power Development Company Pvt. Ltd. (SAPDC/Employer) from the eligible Bidder/Suppliers of Nepal for “**Procurement of Desktop Computers and Printers for Corporate Office of SAPDC at Kathmandu, Nepal. (PPR- 161/ 2023)**” as per the details provided here-in-below:

Sr. No.	Description	Remarks
1.	Bill of Quantities (BOQ)	Refer <b>Annexure 'A'</b>
2.	Technical Specifications	Refer <b>Annexure 'B'</b>
3.	Scope of work	Refer <b>Annexure 'C'</b>
4.	Form of declaration	Refer <b>Annexure 'D'</b>
5.	Bank Account Details	Refer <b>Annexure 'E'</b>

**TERMS & CONDITIONS (T&C):**

**1. Minimum Qualifying Requirements:**

- The firm/bidder should be manufacturer/authorized distributor/authorized supplier/authorized reseller for item(s) of BOQ for which Bidder is submitting the bid. In addition to above, the suppliers who deals in electrical equipments, It Equipment's etc. can also participate in bidding subject to furnishing of a certificate from authorized supplier/reseller/manufacturer for this particular work/assignment/contract.
- The technical specification of the offered Make/Brand/model of item (s) shall be equivalent or higher than the specifications mentioned under Technical Specifications (Annexure-B). Further offered make/Brand shall be as per BOQ (Annexure-A).

**2. Submission of Bid:**

The bidder must submit the bid in the following **two separate sealed envelopes {PART-I (Envelope-1) & PART-II (Envelope-2)}** clearly indicating the contents therein duly super scribed as under and these two envelopes should be enclosed in a single sealed envelope/cover super scribed as “**Procurement of Desktop Computers and Printers for Corporate Office of SAPDC at Kathmandu, Nepal. (PPR- 161/2023)**” and submitted at the address of the undersigned and must reach this office through courier or by post or by hand on or

before 01.08.2023 **by 1500 Hrs.** and same shall be opened on 02.08.2023 **at 1600 Hrs.** in presence of authorized representative of firms who choose to attend.

Further, In the “Techno-Commercial” part *{i.e. in PART-I (Envelope-1)}* of the bid the bidder shall not give any indication about the bid price in any manner whatsoever. Non-compliance of this provision may result in the rejection of bid.

**PART-I (Envelope-1):-**

- i. Original Earnest Money Deposit (EMD) (as per Sr. No.9).
- ii. The firm shall submit PAN/VAT/Registration certificate.
- iii. Authorization certificate supporting with requisite Documents for meeting out criteria laid down at Sr. No. 1.a. above.
- iv. Bidder shall submit the Undertaking for Compliance of minimum Technical Specification of the item(s) for which rates have been quoted, for meeting out criteria laid down at Sr. No. 1.b. above by the duly filled with YES/NO/Mentioning the corresponding specifications in the Undertaking for Compliance of minimum Technical Specifications at Annexure-B. Further, Deviation, if any considered by the bidder as per Annexure-B, then the same shall be examined by SAPDC in line with Technical specification whether the same is acceptable or not. In case of non-acceptance by SAPDC the bid may be rejected. Further, Annexure-B shall be made the part of Supply order/LOA.
- v. Duly filled in & signed ‘Form of declaration’ as per Annexure-D.
- vi. Bank Account Details as per Annexure-E.

**PART-II (Envelope-2): -**

**Price bid:** - Comprising of Price Bid at Annexure-A i.e., duly filled, signed and stamped in Bill of Quantities (BOQ).

**3. Opening of Bid: -**

The bid shall be opened in the following sequence: -

- i. First, the envelope Part-I shall be opened.
- ii. Part –II (Price Bid) shall be opened subsequently, if no clarification is required from the Bidder(s). In case clarification is sought from the Bidder(s), separate intimation shall be given for opening of Price Bid(s) of responsive bidder(s).

4. No material and T&P will be issued by SAPDC.

5. **Completion period:** Period of delivery of material shall be 60 days to be reckoned from date of issuance from Supply Order/Letter of Acceptance (LOA) including Supply & transportation etc. complete in all respect as per scope of work.

6. **Bid Validity:** The bid (s) shall be valid for 90 days from the opening of bid(s).

7. **Prices:-** The supplier/bidder shall offer rates & prices “on Firm Price Basis”. The quoted rates for item(s) shall be inclusive of VAT, all other taxes & duties, transportation, loading & unloading etc. and SAPDC shall not bear anything extra on this account. Any statutory variation in the rate of taxes after the last date of submission of bid (if any), during the currency of the contract including extension thereof shall be reimbursed/adjusted on production of documentary proof.

Rates & amount should be filled in both figures and words. In case of ambiguities in between the rate in figures and the rate in words, the rate quoted in words shall prevail and the amount shall be corrected accordingly. The SAPDC reserves the right to adjust arithmetical or other errors in any tender/quotation in the way which it considers suitable.

Further, only unconditional discount offered at appropriate place in the BOQ shall only be considered for evaluation of the bid, discount offered at any other place or in any other document/letter submitted by the bidder along with the bid shall not be considered for the purpose of evaluation as well as award. Further, the bidder shall quote rate and amount inclusive of VAT, any other charges/taxes/VAT mentioned at any other place/document/letter by the bidder/supplier shall also not be considered for evaluation as well as award.

8. **Payment:** The payments will be made in the following manner:

- (i) Eighty percent (80%) amount of the contract price shall be paid after the receipt of item(s)/material/good(s) in full quantity in good condition as per Technical specifications, on submission of bill and inspection report issued by Officer-in-Charge (EIC/OIC).
- (ii) Fifteen percent (15%) amount of the contract price shall be paid after the Installation, Commissioning, Testing and proper functioning of the system of one month from the date of commencement of functioning of system, specified by the EIC/OIC to the satisfaction of EIC/OIC and issuance of work/Assignment completion certificate by EIC/OIC.
- (iii) Balance, Five percent (5%) amount of the contract price shall be retained by SAPDC which shall be released after completion of guarantee period from the supply of item(s)/material/goods upon recommendation and submission of satisfactory performance certificates by OIC/EIC. No interest shall be paid on the retained amount. If the Contractor expressly requests in writing, he will be permitted to convert the amount of Retention Money deducted from his interim bills into Bank Guarantee to be submitted by the contractor to OIC, in the prescribed form acceptable to SAPDC.

**9. Earnest Money Deposit (EMD):**

- a. EMD amounting to **NPR 62,340/-** shall be submitted in the shape of **Bank Draft** (in original)/**Manager Cheque** (in original)/**FDR** (in

original) (duly pledged in favor of SAPDC-NPR CONSTRUCTION ACCOUNT) in favor of SAPDC-NPR CONSTRUCTION ACCOUNT payable at Kandbari.

- b. Bank Guarantee (in favor of **SJVN Arun-3 Power Development Company Pvt. Ltd. (SAPDC)** payable at Khandbari from any “A” class Bank in Nepal for the amounts expressed in Nepalese Rupees (NPR).

Bank Guarantee for EMD in original shall be submitted along with the proposal. Bank Guarantee may be in the format provided in tender document/NIQ **at Annexure-I**. EMD shall remain valid for a period of the proposal (i.e **120 days from the last date of submission of bid**) or beyond any period of extension subsequently requested.

**Any bid not accompanied by an acceptable Earnest Money Deposit shall be declared non-responsive and outrightly rejected by the Employer and their Part-II (Price Bid) bid shall not be opened.**

- c. EMD of the bidder shall be forfeited :
- i. If bid withdrawn or amends its bid or impairs or derogates from the bid in any respect in the interval between the bid submission deadline and the expiration of the bid validity period.  
or
  - ii. Adopts corrupt or fraudulent practices  
or
  - iii. Does not accept the correction of the Bid Price.  
or
  - iv. EMD of the successful bidder(s)/supplier(s) shall be forfeited, in the event of non-compliance of Supply Order/Letter of Acceptance (LOA).
- d. Bidder may modify or amends its bid or withdraw its bid after submission and before the prescribed deadline for bid submission.
- e. The EMD of unsuccessful bidders shall be released within 28 days without any interest after the issuance of Letter of Acceptance of successful bidder.
- f. The EMD of the successful bidder shall be released within 28 days on the recommendation of Consignee after the receipt of inspection report issued by OIC.
- g. No interest shall be payable by SAPDC on EMD.

#### 10. **Award Criteria:**

- i. The bid shall be evaluated on Overall L-1 basis and the award shall be made based on the lowest rate/Amount quoted by the Bidder/Supplier for whole work/assignment as per **Annexure-A** in the Bill of Quantities.

- ii. If, Bidder(s) quote Zero/Nil/left Blank/ (-) rate(s) against any item(s) of BOQ then it will be presumed that bidder(s) has/have quoted the rate(s) for that item(s) in any other item(s) of the BOQ. In that case Zero (0) rate(s) shall be considered for the purpose for evaluation as well as award
11. **Liquidated Damages (LD):** In case of delayed delivery, LD @ 0.33% of contract price per day of delay in completion shall be levied subject to maximum of 5% of the contract price (cumulative or individual LD in terms of clause at Sr.No.11 & at Sr.No.15).

In case the supplier fails to supply the material within 75 days from the date of issue of supply order, SAPDC reserves the right to terminate the supply order and EMD shall be forfeited/encashed.

## **12. Performance Security Deposit:**

- 12.1 Within 30 (thirty) days from the date of issue of the Supply Order/Letter of Acceptance (LOA), the successful bidder(s) shall deliver to the Employer a Performance Security equal to **5% (Five percent)** of the Contract Price valid till 45 days beyond Guarantee/Warranty period.
  - 12.2 The Performance Security Deposit shall be in the form of a **demand draft / Banker Cheque** in favor of **“SAPDC-NPR Construction Account”** payable at Kandbari, **FDR**(duly pledged in favor of **SJVN Arun-3 Power Development Company Private Limited(SAPDC)**. The bidder may submit the same in the form of irrevocable, valid and fully enforceable **Bank Guarantee** in favor of **SJVN Arun-3 Power Development Company Private Limited (SAPDC)** in the prescribed form from a Class A bank situated in Nepal acceptable to SJVN Arun-3 Power Development Company Private Limited which shall be valid till **45 (Forty five) days beyond Guarantee/Warranty Period.**
  - 12.3 Failure of the successful Bidder to comply with the requirements of Clause 12.1 shall constitute sufficient grounds for cancellation of the award and forfeiture of the Earnest Money Deposit. He will also be debarred from participating in bids invited by the Project for one year.
13. **Force Majeure:** The term "Force Majeure" shall herein mean riots (other than among the Vendor's employees), Civil Commotion (to the extent not insurable), war (whether declared or not), invasion, act of foreign enemies, hostilities, civil war, rebellion, revolution, insurrection, military or usurped power, damage from aircraft, nuclear fission, acts of God, such as earthquake (above 7 magnitude on Richter Scale), lightning, unprecedented floods, fires not caused by Vendor's negligence and other such causes over which the Vendor has no control and are accepted as such by the Officer-in-Charge (OIC), whose decision shall be final and binding. In the event of either party being rendered unable by Force Majeure to perform any obligation required to be performed by them under this contract, the relative obligation of the party affected by such Force Majeure shall be treated as suspended for the period during which such

Force Majeure cause lasts, provided the party alleging that it has been rendered unable as aforesaid, thereby shall notify within 10 days of the alleged beginning and ending thereof giving full particulars and satisfactory evidence in support of such cause.

Extension of time without levy of LD shall be provided during the period of occurrence of Force Majeure event, however no cost compensation shall be provided.

14. **Packing:** The supplier, wherever applicable shall properly pack and stack all materials/goods in such a manner as to protect them from deterioration and damage during transportation. The supplier shall be responsible for all damage due to improper packing.
15. **Replacement:** If the material/goods or any portion thereof is damaged or lost during transit, SAPDC shall give notice to the supplier setting forth particulars of such material/goods damaged or lost during transit. The replacement of such material/goods shall be affected by the supplier within 30 days (reckoned from the date of notice given by SAPDC to the supplier), to avoid unnecessary delay in the intended usage of the materials free of cost to the SAPDC.

Further, if replacement shall not be made within the above said time, then the additional LD @ 0.33% of contract price per day of delay shall be levied.

The levied LD shall be subject to maximum of 5% of the contract price (cumulative or individual LD in terms of clause at Sr.No.11 & at Sr.No.15)

16. **Rejection:** In the event that any of the material/goods supplied by the supplier is found defective in material or workmanship or otherwise not in conformity with the specification, SAPDC shall either reject the material/good(s)/Item(s) or request the supplier in writing to rectify/replace the same. The supplier, on receipt of such notification shall rectify/replace (As directed by the OIC/EIC) the defective material/good(s)/item(s) free of cost to the SAPDC. Decision of OIC/EIC (SAPDC) shall be final and binding on the supplier(s).
17. **Demurrage, Wharfage etc.:** All demurrage, wharfage and other expenses incurred due to delayed clearance of the material/goods or any other reason shall be on the account of the supplier.
18. **Guarantee/Warrantee:** Guarantee/Warrantee shall be minimum for 12 months or as per the Policy of Original Equipment Manufacturer (OEM), whichever is higher. In case of any complaint/repair required during Warranty/Guarantee period, the vendor/ supplier will respond within Seven days and ensure rectification within two weeks' time from the date of lodging of complaint. The supplier shall either rectify or replace the defective item(s)/material(s) free of cost to SAPDC within Guarantee/Warrantee period.

If, supplier fails to perform such obligation(s), then the retained amount/BG as per clause No.8(iii) may be forfeited/ encashed by the SAPDC.

19. **Delivery of Material-F.O.R.-** SAPDC, CIT Building, 3<sup>rd</sup> Floor New Baneshwor, Kathmandu.

20. **Consignee: Consignee/EIC/OIC:-** The material/ goods under this Contract shall be dispatched to the Consignee at the following address.

**Chief Engineer (Elect./IT),**  
SAPDC, CIT Building, 3<sup>rd</sup> Floor,  
New Baneshwor, Kathmandu,  
Mobile No.: 9852099810  
E-mail:- [it.sapdc@gmail.com](mailto:it.sapdc@gmail.com)

As above, Chief Engineer (Elect. /IT) or his authorized representative shall be the EIC/OIC for all purposes including processing of bills, payment etc. after issuance of letter of acceptance/Supply order and on receipt of items/materials the necessary entries of items/materials received shall be made in the office of CE(Store), SAPDC, Tumlingtar, Nepal. Mobile No.: 9852058138 E-mail:- [store.sapdc@gmail.com](mailto:store.sapdc@gmail.com)

21. **Inspection:** Inspection of the item(s)/material shall be carried out by OIC or his authorized representative at Store/ locations as mentioned in the BOQ/Scope of Work. OIC shall ensure the technical specification(s), make/brand/model (If applicable) of the supplied item(s) is/are as per NIQ/LOA.

22. **Insurance:-** The successful firm/agency (i.e., to whom the work will be awarded) shall take out and maintain, and shall cause any associated person (s)/manpower to take out and maintain, at its ( or the associated person s', as the case may be) own cost but on terms and conditions approved by SAPDC, insurance against the risks, and for the coverage, as stipulated in the contract or any applicable law including Labour Law of the land (in Nepal), and as per SAPDC's Officer Incharge (OIC) instructions , shall provide evidence to SAPDC showing that such insurance has been taken out and maintained and that the current premiums have been paid. The agency/firm shall ensure that such insurances are in place before commencing the Services from effective date as mentioned at Sr. No.5. Alterations to the terms of insurance shall not be made without the approval of the Officer Incharge, SAPDC.

23. **Extension Of Time:-** Time for completion of services is defined under Clause 5, however, if there is any delay/causes, which in the opinion of bidder is beyond his/her control, in that case, such events shall be brought out in the notice of SAPDC by the bidder in writing within 07 days of occurrence of event.

Upon receiving request from bidder, Engineer-in-Charge of work may give a fair and reasonable extension of time for completion, after taking into

consideration the nature of the work delay and practicability of its execution during the period of extension.

Provided further that no monetary claims shall be admissible to the bidder for such extension of times.

24. **Resolution of Dispute:** In case of any dispute or difference that arises out of the subject cited supply, the same shall be referred to the Sole Arbitrator, who shall be appointed by the CEO, Arun-3 HEP, SAPDC, Tumlingtar. The award of the arbitrator shall be final and binding on both the parties.

Courts of Chainpur (Nepal) shall have exclusive Jurisdiction for adjudication upon the dispute arising out of the subject cited supply between the parties.

**25. Clause deleted without change in Serial No.**

26. Corrigendum/Addendum, if any to NIQ shall be uploaded only on <https://sapdc.com.np> & <https://sjvn.nic.in> at tender section.

27. SAPDC reserves the right to reject any or all the tenders without assigning any reason thereof.

28. For any relevant enquiry/clarification for submission of bid and any other information, the Bidders may contact to: -

Name	Designation	Contact No.	Address
Er. Rakesh Singh	Chief Engineer (P&C)	Tel no: +977-029-575154	Satluj Bhawan, Arun Sadan, SAPDC, Tumlingtar, Distt. Sankhuwasabha, Nepal.

**29. General Information:**

Tumlingtar is connected to Kathmandu by air by around thirty-five minutes journey and from Biratnagar connected by road.

**For & on the behalf of SAPDC**

**Chief Engineer (P&C)**  
Satluj Bhawan, Arun Sadan,  
SAPDC, Tumlingtar,  
Distt. Sankhuwasabha, Nepal  
Ph. +977-29-575154,  
E-mail Address: [pnc.sapdc@gmail.com](mailto:pnc.sapdc@gmail.com)



## BILL OF QUANTITIES

**Name of Work/Assignment: PPR-161/2023 “ Procurement of Desktop Computers and Printers for Corporate Office of SAPDC at Kathmandu, Nepal.”**

Sr. No	Description of items along with specification	Acceptable Makes/ Brands	Unit	Qty	Offered Make/ Brand/Model (If applicable) to be filled by the bidder	Unit Rate (NPR) Including of VAT & Supply, transportation, Installation Commissioning, Testing & etc. charges		Amount (NPR Including of VAT) & Supply transportation Installation, Commissioning & testing etc. charges
						In Figures	In Words	
1.	Desktop Computer	Dell/HP/Lenovo	Nos	6				
2.	Printer All in one color	Cannon// Brother/ HP	Nos	4				
3.	Ms Office 2019 Professional Plus	Ms Office	Nos	7				
4.	All in one Printer large one Color (Office printer)	Toshiba/ Xerox/ Cannon/ HP	Nos	1				
<b>Total Amount (NPR) Including of VAT &amp; Supply, Transportation, Installation, Commissioning &amp; Testing etc. charges complete in all respect as per scope of work</b>								
<b>Overall Discount offered, if any (%)</b>								
<b>Net Amount after offered discount (NPR)</b>								

**Note**

- 1) Only unconditional discount offered at appropriate place in the BOQ shall only be considered for evaluation of the bid, discount offered at any other place or in any other document/letter submitted by the bidder along with the bid shall not be considered for the purpose of evaluation as well as award. Further, the bidder shall quote rate and amount inclusive of VAT, any other charges/taxes/VAT mentioned at any other place/document/letter by the bidder/supplier shall also for not be considered evaluation as well as award.
- 2) Offered Make/Model/Brand (If applicable) should be filled by the bidder for which quoting the rates.

**Date:**

**Place:**

**For and on behalf of the bidder /Supplier**

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**(Signature of authorized representative of the Bidder/  
Supplier, along with his name, Seal of Company)**

**Undertaking for Compliance of minimum Technical Specification of the item(s)  
(PPR-161 /2023)**

**A. Technical Specification of Desktop Computers:**

<b>Parameters</b>	<b>Item Description along with Technical Specifications /Required Specification</b>	<b>Compliance filled by the Bidder as either YES/NO/Mentioning the corresponding specifications</b>
Make	Dell / Lenovo / HP	
Processor	<b>Intel Core i5 12Gen</b> , 18 MB Cache, 2.5 Ghz or above	
Memory	<b>Minimum 8 (1x8) GB DDR4 3200MHz or higher</b>	
Hard Drive	<b>512 GB Nvme SSD</b>	
Operating System	Genuine from OEM <b>Windows 11 pro</b>	
Display	<b>23.8” or higher</b> 60Hz refresh rate FHD	
Graphics	Intel HD Graphics (can support 4K Monitor or Smart TV)	
Communication	<b>Gigabit Ethernet</b> Connection	
Input	<b>Branded Business Slim Keyboard and Optical Mouse</b>	
Ports and Connectors	At least <b>4 USB</b> , 2 Display Port/HDMI/VGA or higher, 1 Headphone and Mic Jack, RJ45 Ethernet Connection.	
Webcam	<b>External HD Webcam</b> with Microphone Resolution Support: 1280x720 (HD)	
Audio	<b>Integrated HD Audio Codec</b>	
Warranty	Minimum 1 year or as per OEM standard policy whichever is higher.	

### Technical Specification of All in one Color Desktop Printer.

- **Make: Cannon/Hp/Brother**
- All in one printer (Scan, print and Photocopy).
- Printing method Color.
- Ink tank printer.
- Can print A4, letter, B5, A5.
- Can have Ethernet Lan Port 10/100 Base T
- USB interface for High Speed.
- Can configure static IP address.
- Can have Wi-Fi.
- Can have USB Port for scanning and printing from USB devices.
- Standard cassette: Minimum 250 sheets.

### Technical Specification of All in One B/W Desktop Printer

- **Make: Cannon/Hp/Brother**
- All in one printer (Scan, print and Photocopy).
- Printing method B/W.
- Can print A4, letter, B5, A5.
- Can have Ethernet Lan Port 10/100 Base T
- USB interface for High Speed.
- Can configure static IP address.
- Can have Wi-Fi.
- Can have USB Port for scanning and printing from USB devices.
- Standard cassette: Minimum 250 sheets.

### B. Technical Specification of All in one Office Printer.

Parameters	Item Description along with Technical Specifications /Required Specification	Compliance filled by the Bidder as either YES/NO/Mentioning the corresponding specifications
<b>Make</b>	Toshiba/HP/Cannon/Xerox	
<b>Speed</b>	Up to 35 ppm(letter), upto 17ppm (legal/11"x17")	
<b>Core Function</b>	Print, Copy, Scan, send, Store.	
<b>Hard Drive/Memory/Image Processing</b>	256 GB SSD/2 GB Memory/CPU.1GB+0.5GB	
<b>Control Panel</b>	10.1"TFT LCD Color Touch Panel	
<b>Connectivity</b>	Ethernet 10/100/1000 Base-T, High-speed USB 2.0, WLAN (IEEE802.11b/g/n), Bluetooth.	
<b>Copy and Print Resolution</b>	Copy: Up to 600 x 600 dpi; Print: Up to 1200 x 2400 dpi	

<b>First-copy-out Time (as fast as)</b>	<b>As fast as 8.1 seconds color/ As fast as 5.7 seconds black- and-white</b>	
<b>Paper Input Standard</b>	<p>Single-Pass Duplex Automatic Document Feeder (DADF): 130 sheets: Speed: up to 80 ipm; Custom sizes: 1.93 x 3.35 in to 11.69 x 17 in/49 x 85 mm to 297 x 431.8 mm</p> <p>Bypass Tray: 100 sheets; Custom sizes: 3.5 x 3.87 in to 11.69 x 17 in/88.9 x 98.4 mm to 297 x 431.8 mm</p> <p>Tray 1: 520 sheets; Custom sizes: 5.5 x 7.17 in to 11.69 x 17 in/139.7 x 182 mm to 297 x 431.8 mm</p> <p>Tray 2: 520 sheets; Custom sizes: 5.5 x 7.17 in to 11.69 x 17 in/139.7 x 182 mm to 297 x 431.8 mm</p>	
<b>Paper Output</b>	Standard 250 sheet	
<b>Mobile Connectivity</b>	Wi-Fi (802.11 b/g/n/ac)	
<b>Device Management/ Network Security/ System Feature</b>	<p>Administrator Password, Digital Certificate and Key Management, Audit Log</p> <p>TLS 1.3, IPSec, IEEE802.1X authentication, SNMP V3.0, Firewall Functionality (IP/MAC Address Filtering), Dual Network Support (Wired LAN/Wireless LAN, Wired LAN/ Wired LAN), Disabling Unused Functions (Enabling/Disabling Protocols/Applications, Enabling/Disabling Remote UI, Enabling/Disabling USB Interface).</p> <p>e-Filing document server for secure storage, Document distribution and Print-on-Demand (one public box, 200 user boxes), 12,060 one-touch templates for storage of personalized settings and workflows, Scan/Fax Preview,</p>	

	Rip-while-Print, e-BRIDGE Open Platform, Embedded Web Browser, Job Skip.	
<b>Support File Type</b>	PDF, TIFF, JPEG, EPS, etc	
<b>Authentication and Access control</b>	User Authentication (PIN Login, Card Login, Username and Password Login, Mobile Login), Department ID Authentication (Department ID and PIN Login, Function Level Login), Access Management System (Access Control)	
<b>Required tray</b>	Document auto feeder, Bypass tray, Multifunction Tray 1, Multifunction Tray 2.	

**For & on behalf of the bidder /Supplier**

.....

**(Signature of authorized representative of the Bidder/Supplier, along with his name, Seal of Company)**

*Note:- Deviation, if any considered by the bidder as per Annexure-B, then the same shall be examined by the SAPDC Department in line with Technical specification whether the same is acceptable or not. In case of non-acceptance by the SAPDC Department the bid may be rejected. Further, Annexure-B shall be made the part of Supply order/LOA.*

**SCOPE OF WORK (PPR- 161 /2023)**

**NAME OF WORK:** “Procurement of Desktop Computers and Printers for Corporate Office of SAPDC at Kathmandu, Nepal. (PPR- 161 /2023)”

**1.0 SCOPE OF WORK:**

- a. Supply of all the equipment as per TS to the consignee at the following address:

**Chief Engineer (Store),  
SAPDC, CIT Building, 3<sup>rd</sup> Floor,  
New Baneshwor , Kathmandu,  
Mobile No: 9852058138  
store.sapdc@gmail.com**

- b. Installation, Configuration, Testing and commissioning of all Equipment as per EIC at SAPDC Corporate office Kathmandu.

**FORM OF DECLARATION**

**M/s-----(name of Bidder/Supplier)** having its

registered office at ----- (hereinafter referred to as ‘the Bidder/Supplier’) having carefully studied all Terms and conditions, scope of work & Technical specifications, BOQ etc. and all corrigendum (if any) pertaining to the **“Procurement of Desktop Computers and Printers for Corporate Office of SAPDC at Kathmandu, Nepal. (PPR-161/2023)”** the local and site conditions and having undertaken to execute the said works.

DO HEREBY DECLARE THAT:

1. The Bidder is familiar with all the requirements of the Contract.
2. The Bidder has not been influenced by any statement or promise of any person of the Employer but only the Contract conditions.
3. The Bidder undertakes that the information furnished in the Bid is true and correct in all respects.
4. The Bidder undertakes that all the documents uploaded along with the NIQ have been read and there is no deviation from the terms and conditions of the NIQ including Corrigendum/Addendum (if any).

Date:

**For and on behalf of the bidder /Supplier**

.....

**(Signature of authorized representative of the Bidder/Supplier, along with his name, Seal of Company)**



**INSTRUCTIONS TO BE FOLLOWED FOR EXECUTION OF ALL KINDS OF BANK GUARANTEES**

1. Bank Guarantee should be executed on papers of requisite value in accordance with the Stamp Act as applicable in Nepal.
2. The executing officers of the Bank Guarantee shall clearly indicate in (Block Letters), his name, designation, Power of Attorney No:/Signing Power No. etc.
3. Each page of the Bank Guarantee shall be duly signed / initialed by the executing officers and the last page shall be signed in full, indicating the particulars as aforesaid (sub-para2) under the seal of the Bank.
4. The original Bank Guarantee should be sent by the Bank to SJVN Arun-3 Power Development Company Private limited directly under Regd. Post (A.D.). However, in exceptional cases, where the original BG is handed over to the bidder by the issuing bank/branch, the bidder shall ensure that an un-stamped duplicate copy of the BG has been sent immediately by the issuing bank/branch under Regd. Post (A.D.) directly to SJVN Arun-3 Power Development Company Private limited with a covering letter to compare with original BGs and confirm that it is in order.

**BANK ACCOUNT DETAILS**

<b>Sr. No.</b>	<b>Particulars</b>	<b>#To be filled by bidder(s)</b>
1.	<b>Name of Bidder as per Bank record</b>	
2.	<b>Bank account number</b>	
3.	<b>Bank name</b>	
4.	<b>Branch address</b>	

*#Copy of cancelled cheque may also be attached*

**For and on behalf of the bidder /Supplier**

.....

**(Signature of authorized representative of the Bidder/Supplier, along with his name, Seal of Company)**

**FORM OF BANK GUARANTEE FOR EARNEST MONEY DEPOSIT**

(Refer clause 9 of NIQ)

WHEREAS \_\_\_\_\_ (Name of Bidder) (hereinafter called "the Bidder") has submitted his bid dated \_\_\_\_\_ (date) for " **Procurement of Desktop Computers and Printers for Corporate Office of SAPDC at Kathmandu, Nepal. (PPR-161/2023)**"

SEALED with the Common Seal of the said Bank this \_\_\_ day of \_\_\_\_\_ (Month and Year).

THE CONDITIONS of this obligation are:

- 1. If after Bid opening the Bidder withdraws his Bid during the period of bid validity specified in the Form of Bid or
- 2. If the Bidder having been notified of the acceptance of his Bid by the SJVN Arun-3 Power Development Company Private Limited, during the period of bid validity.
  - a. does not accept the correction of the Bid Price pursuant to Clause 7.0 of this document.
  - b. adopts corrupt or fraudulent practices

We undertake to pay to the SJVN Arun-3 Power Development Company Private Limited, (NPR.....) (In words.....) the above amount upon receipt of its first written demand without the SJVN Arun-3 Power Development Company Private Limited having to substantiate its demand, provided that in its demand the SJVN Arun-3 Power Development Company Private Limited will note that the amount claimed by it due to it owing to the occurrence of one or any of the three conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including the date 120 days after the deadline for submission of Bids as stated in the invitation to bid or as it may be extended by the SJVN Arun-3 Power Development Company Private Limited notice of which extensions(s) to the Bank is hereby waived. Any demand in respect of this Guarantee should reach the Bank not later than the above date.

DATE \_\_\_\_\_

SIGNATURE OF THE BANK \_\_\_\_\_

WITNESS \_\_\_\_\_

SEAL \_\_\_\_\_

(Signature, name and address)

