

GROUP FOR TECHNICAL ASSISTANCE

SEALED RE-BID QUOTATION

For

**Rasuwa flood 2026 - Emergency Relief and Displaced
Household Support Project**

DATE OF ISSUE OF SEALED RE-BID QUOTATION DOCUMENT & FORM

2083-Karktik-16 (2 November 2026)

DATE & TIME FOR SUBMISSION OF SEALED RE-BID QUOTATION DOCUMENT & FORM

2083-Karktik-16 (2 November 2026) at 12.00 Noon

"NOTICE INVITING SEALED BID QUOTATION FOR RASUWA FLOOD 2026 - EMERGENCY RELIEF AND DISPLACED HOUSEHOLD SUPPORT PROJECT "

The Group for Technical Assistance (GTA) invites sealed bid quotations for the supply of emergency supplies from reputed companies/firms. Interested companies/firms/agencies are requested to submit their bids, complete in all respects, including the total bid amount, to the undersigned. The bid envelope must be clearly superscribed with "Bid for Sealed Bid Quotation."

The sealed bids must be submitted before 12:00 PM on **2083-Karktik-16 (2 November 2026)**. Bids received after the specified deadline will not be accepted under any circumstances.

GENERAL INSTRUCTIONS TO THE SEALED BID QUOTATION

1. **Submission Format:** The sealed quotation shall include all required information and supporting documents in the prescribed format. The **financial proposal must contain only commercial details**. Any bidder submitting financial information within the technical proposal shall be **automatically disqualified**.
2. **Availability of Bid Documents:** The sealed quotation document can be downloaded from the GTA website: www.gtanepal.org.
3. **Document Submission:** All pages of the sealed quotation document must be **duly numbered and submitted as a complete package**, accompanied by a **forwarding letter on the bidder's official letterhead**, in **electronic PDF format**.
4. **Price Quotation;** The quoted price/rate shall be clearly indicated in **both figures and words**.
5. **Price Validity:** Bidders must quote prices on a **firm and fixed basis** for the entire contract period or 45 days. Quotations containing **variable or conditional pricing** shall be rejected.
6. **Required Documents:** Bidders must submit a **valid PAN/VAT registration certificate** and any other documents requested by GTA along with the sealed quotation.
7. **Opening of Quotations:** If the scheduled date for opening the sealed quotations falls on a **gazette holiday**, the opening shall take place on the **next working day at the same time**. In such cases, the deadline for submission will automatically be **extended until 12:00 hours on the next working day**.
8. **Late Submissions:** Sealed quotations received **after the specified deadline** shall **not be accepted under any circumstances**.
9. **Amendment of Bid Documents:** The **Sealed Quotation Inviting Authority** reserves the right to amend the bidding documents at any time prior to the submission deadline through a **corrigendum published on the GTA website** (www.gtanepal.org).
10. **Extension of Deadline:** In order to allow bidders adequate time to incorporate amendments into their proposals, the **Sealed Quotation Inviting Authority** may, at its discretion, **extend the submission deadline**.
11. **Bid Opening Attendance:** Bidders or their **authorized representatives** may attend the **opening of sealed quotations** at the date, time, and venue specified in the schedule.

DOCUMENTS COMPRISING THE BID:

SUBMISSION OF BIDS

SEALING AND MARKING OF BIDS: The bidder shall wax seal them in a bigger wax sealed envelope.

1. The containing bid documents address to the following address:
HR, Admin and Logistic Officer,
Group for Technical Assistance
Arun Thapa Marg, Jhamsikhel, Lalitpur, Nepal
2. Sealed bid quotation name, the sealed bid quotation number and the words '**DO NOT OPEN BEFORE**' (due date & time).
3. Bids will be entertained to deliver in office at time and date mentioned.
4. Venue of Sealed bid quotation Opening: Sealed bid quotation will be opened in the office of the Group for Technical Assistance, Arun Thapa Marg, Jhamsikhel, Lalitpur, Nepal at **15.00 pm on the due date**.
5. Bids will not be entertained by those who submit incomplete or separate bids for the supplies listed.

BID PRICES

1. The bidder shall give the total composite price inclusive of all levies and taxes (inclusive of VAT). The basic unit price and all other components of the price need to be individually indicated against the goods it proposed to supply under the contract as per the price bidding form.
2. Prices indicated on the **Price Schedule** shall be entered into in the following manner:
 - a. The price of the goods shall be quoted in total (inclusive of all taxes and levies) for each item.
 - b. The bidder shall quote only one price for each item and if more than one price is quoted under different options the rate quoted by him in the first option only will be valid and will be taken for evaluation for all the items given in schedule of requirement.
3. The prices quoted by the bidder shall remain fixed during the entire period of contract and shall not be subject to variation on any account. A bid submitted with an adjustable price quotation is likely to be treated as non-responsive and rejected.
4. The unit price quoted by the bidder shall be in sufficient detail to enable the GTA to arrive at prices of the items offered.
5. The quoted cost must include **delivery charges** to the project sites at **Bidur Municipality-7 and Bidur Municipality-10**.
6. **"DISCOUNT"**, if any, offered by the bidders shall not be considered unless they are specifically indicated in the price schedule. Bidders desiring to offer discount shall therefore modify their offers, suitably while quoting and shall quote clearly net price taking all such factors like Discount, free supply, etc. into account.

7. The procurement committee will be inclusive of levies and taxes, packing, forwarding, freight and insurance. Break up in various heads like Custom duty, Excise duty, Sales Tax, Insurance freight and other taxes paid/payable is for the information of the GTA and any changes in the taxes shall have no effect on the price during the scheduled delivery period.

AWARD OF CONTRACT: PLACEMENT OF ORDER

The GTA shall consider placement of orders for commercial supplies on those bidders whose offers have been found technically, commercially and financially acceptable and whose goods type have been approved/ validated by the GTA. The GTA reserves the right to counteroffer price(s) against price(s) quoted by any bidder.

Firm/Company Detail

1	Name of the firm/ Company/ Proprietary Concern	
2	Address of registered office:	
3	Address of the office:	
4	Telephone Nos./Fax/E-mail:	
5	Banker of Company/ Firm/agency with full address Telephone Number of Banker	
6	PAN/VAT No. (Attach attested copy)	
7	Tax Clearance Certificate. (Attach attested copy)	
8	Proof of financial status in form of Audit Report – if possible	

(Signatures of the authorized signatory with seal of sealed bid quotation firm)

Date:

Name:-

Place:

Mobile No. -

(to be submitted in official letterhead)

Date: _____

PRICE BID FORM

To,
HR, Admin and Logistics Officer
Group for Technical Assistance
Arun Thapa Marg, Jhamsikhel, Lalitpur, Nepal

Dear Sir/Madam,

1. I/We submitted the bid for Sealed quotation for **"Rasuwa flood 2026-Emergency Relief and Displaced Household Support Project"**.
2. I/We thoroughly examined and understood instructions to sealed bid quotations, scope of work, terms & conditions of contract given in the sealed bid quotation document and those contained appendix of Terms & Conditions of contract and agree to abide by them.
3. I/We hereby offer **Emergency shelter & household items, Cooking & kitchen support, Hygiene and sanitation materials, lighting & basic household needs & Essential medicines and medical supplies** at the following rates. I/We undertake that I/We are not entitled to claim any enhancement of rates on any account during the tenure of the contract.

SN	Type	Item Detail	QTY	Item Specification	Rate	Total
1	Emergency Shelter Kits	Sleeping Mat with cover	300 pcs	Thicker P-foam Mat, 15 mm (78"x48")		
		Blanket	300 pcs	Woolen blanket, minimum 30% wool content or equivalent thermal performance; size 90 × 100 inches; new and suitable for winter use.		
		Bed Sheet with Pillow Cover	300 pcs	Woolen-mix bed sheet with 1 pillow cover, size 90 × 100 inches, suitable for winter use		
		Mosquito Net	300 pcs	Double Bedded (LLI medicated) net		
2	Cooking & Kitchen Items (Family Kitchen Sets)-150 Sets)	Pressure Cooker	150 Pcs	3-liter, NS mark		
		Karahi	150 Pcs	12", Aluminum		
		Plates	600 Pcs	6 inches (diameter) steel, NS mark		
		Teacups	600 Pcs	Steel cup with handle, NS mark		
		Spoons	600 Pcs	Steel, NS mark		
		Tea Saucepan	150 Pcs	Aluminum, 1.5 Ltr. , NS Mark		
		Tea Strainer	150 Pcs	Steel, 150 gram, 20-22 CM		
		Panyu	150 Pcs	Steel, NS mark		
		Dadu	150 Pcs	Steel, NS mark		

SN	Type	Item Detail	QTY	Item Specification	Rate	Total
3	Male Hygiene Kits-150 Sets	Kitchen Knife	150 Pcs	Steel 6 inch		
		Plastic Bata	150 Pcs	18" diameter & 6" depth		
		Toothbrush	600 Pcs	- Strong Plastic Toothbrush of adult size, soft hardness, and individually wrapped. - Bristles must be free of sharp or jagged edges and endpoints. - The bristles must not fall out with normal use. - All of the toothbrush components are safe for use.		
		Toothpaste	150 Pcs	80 - 100 Grams Concentrated paste, with fluoride, free of parabens. Natural flavor. - The toothpaste shall not segregate, ferment or physically deteriorate or cause contamination of the tooth paste during normal conditions of storage. - Shelf life of at least 1 year. The shelf life should be mentioned on tube or carton.		
		Towel	150 Pcs	Material: 100% cotton. Minimum Size: 48"x24". Color: Printed, free of harmful or dangerous substances		
		Bathing Soap	300 Pcs	- Not less than 85 grams. - Individually wrapped in paper or plastic. - Free of harmful or dangerous substances. - Shelf life not less than 1 years, indicated on the packaging		
		Laundry Soap	300 Pcs	- Cloth washing soap. Minimum 130 – 150 grams. - Individually wrapped in paper or plastic. - Free of harmful or dangerous substances. - High washability. Shelf life not less than 2 years, indicated on the packaging		
		Underwear	300 Pcs	- Panty of brief type with elastic waistband, elastic leg openings and crotch panel. - Made of breathable and stretchable material. - Material: 100% cotton. Minimum Size: 36" waist size - Color: Mixed color (not white), free of harmful or dangerous substances		
		Tracksuit	150 Sets	- Material: Wool blend (warm, breathable, stretchable). - Design: Two-piece set (jacket + trousers).		

SN	Type	Item Detail	QTY	Item Specification	Rate	Total
				- Jacket: Full-zip, ribbed cuffs/hem, stand-up collar, 2 side pockets. - Trousers: Elastic waistband with drawstring, elastic ankle cuffs, 2 side pockets. Size: Minimum waist 36", chest 40–42". Color: Mixed (navy, grey, black, maroon). Free of harmful dyes/substances		
		Shaving Kit with Blades, Shaving Cream)	750 Pcs	A disposable shaving kit consists of a plastic handled razor with a fixed twin stainless steel blade, a 5–10 ml sachet or mini tube of foam/gel shaving cream, hygienically packaged in an individually wrapped pouch		
		Shoulder Bag for carrying the items	150 Pcs	- With large and wide handles for carrying with zipper. - Material: Waterproof Metty (mixture of polyester and poly fiber. - Minimum Size: 18"x16"x3". - To keep mentioned all items of Men Hygiene kits		
4	WASH Materials	Plastic Buckets	150 Pcs	20 ltr, NS mark		
		Mugs	150 Pcs	1 ltr, NS mark		
		Jerrycans	150 Pcs	15 ltr.		
		Piyush	300 Pcs	200 ml		
5	Menstruation Hygiene Kits (150 women)	Sanitary Pads	300 Pcs	320 mm, Extra Large		
		Underwear	300 Pcs	- Panty of brief type with elastic waistband, elastic leg openings and crotch panel. - Made of breathable and stretchable material. - Material: 100% cotton - Minimum Size: 36" waist size - Color: Mixed color (not white), free of harmful or dangerous substances		
		Small Packing Bag	150 Pcs	Fiber bag to Keep all items of menstruation hygiene kits		
6	Lighting & basic household needs (150 families)	Rechargeable/portable Solar lights	150 Pcs	- Dual charging: Solar panel + USB/AC charging. - Battery: Small lithium battery (≈ 1200–2000 mAh). - Light output: 80–120 lumens, enough for household/emergency use. - Run time: 6–8 hours continuous lighting. - Portability: Compact, lightweight, with handle/hook. - Extra features: Some models include USB ports for phone charging.		

4. I/We have carefully read and understood all the terms and conditions of the sealed bid quotation and undertake to abide by them;
5. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/we am / are well aware of the fact that furnishing any false information / fabricated document would lead to rejection of my sealed bid quotation at any stage besides liabilities towards prosecution under appropriate law.
6. I/We further undertake that none of the Proprietor/Partners/Directors of the organization was or is Proprietor or Partner or Director of any organization with whom the Government of Nepal have banned /suspended business dealings. I/We further undertake to report to the HR, Admin and Logistics Officer

Signature of Authorized Person

Name & Designation

Name of Firm/Company

Contact Details

DECLARATION

From:-

M/s.....

.....

.....

To

HR, Admin and Logistic Officer

Group for Technical Assistance

Arun Thapa Marg, Jhamsikhel, Lalitpur

1. I, _____ Son / Daughter of Shri _____
Proprietor/Director authorized signatory of the agency/Firm, mentioned above, is competent to sign this declaration and execute this sealed bid quotation document;
2. I have carefully read and understood all the terms and conditions of the sealed bid quotation and undertake to abide by them;
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / We, am / are well aware that furnishing of any false information / fabricated document would lead to rejection of my sealed bid quotation at any stage besides liabilities towards prosecution under appropriate law.
4. I/We further undertake that none of the Proprietor/Partners/Directors of the organization was or is Proprietor or Partner or Director of any organization with whom the Government of Nepal have banned /suspended business dealings. I/We further undertake to report to the HR, Admin and Logistic Associate.

Yours faithfully,

(Signature of the
Bidder)

Date:

Place:

Seal of the Agency

Name:

Designation

Address: