

# INVITATION FOR SEALED BIDS

**First Date of Publication: 18<sup>th</sup> Bhadra 2082 (3<sup>rd</sup> September 2025)**

**Duration: 15 Days**

**Garima Bikas Bank Ltd.** hereby invites sealed bids from eligible and interested contractor firms/companies for the construction and related works of its Corporate Office Building located at Baluwatar, Kathmandu. The scope of work includes **Civil Works, Furniture & Furnishing Works, Metal Works, Electrical/Communication Works, Sanitary & Plumbing Works and HVAC Works.**

## **Terms and Conditions:**

1. The firm/company should be registered in Nepal under the Applicable act and registration should be legally valid/ renewed till date.
2. The firm/company should be in operation for at least Five (5) fiscal years.
3. The firm/company must have successfully completed at least three (3) similar interior projects for corporate offices of banks & financial institutions or insurance companies and within the last five fiscal years, at least one single corporate office interior project more than 20,000 sq. ft., with a project value of NPR 100 million or above.
4. The scope of works comprises: Civil Works, Furniture & Furnishing Works, Metal Works, Electrical/Communication Works, Sanitary & Plumbing Works and HVAC Works.
5. The firm/company must have an average annual turnover of at least NPR 200 million in the best three (3) fiscal years of the last five (5) fiscal years.
6. The following notarize documents must be submitted along with the application: Copy of VAT Registration, Company Registration Certificate, Tax Clearance Certificate for FY 2080/81, Company Profile, Relevant Experience Certificates, Audit Reports of last five (5) fiscal years, and any other supporting documents.
7. The bid document can be obtained from the Logistic & General Service Department, Head Office, Lazimpat, Kathmandu, upon deposit of a non-refundable fee of NPR 10,000.00 (Ten Thousand Only) deposited at Account No. 95890201003 (Miscellaneous Income)
8. Pre-bid meeting shall be held at Logistic & General Service Department Head Office, Lazimpat, Kathmandu, at **2: 00 PM 24<sup>th</sup> Bhadra, 2082 (9<sup>th</sup> September 2025).**
9. Sealed bids must be submitted in the prescribed format to the Logistic & General Service Department on or before **1<sup>st</sup> Ashwin, 2082 (17<sup>th</sup> September 2025), 5:00 PM.**
10. Bidders must submit Technical Proposal and Financial Proposal separately, in two separate sealed envelopes. The Technical Proposal will be evaluated first. Only technically qualified bidders will be notified of the date, time, and venue for the opening of the Financial Proposals, which will be opened in the presence of bidders/their authorized representatives who wish to attend.
11. If the submission deadline falls on a government holiday, the deadline will be automatically extended to the next working day at the same time.
12. Bids must be accompanied by a Bid Security of at least 5% of the bid amount, either as an earnest money (refundable) deposit in Account No. 92670601001(Sundry Creditors), Head Office, or in the form of a Bank Guarantee (Bid Bond) issued in favor of Garima Bikas Bank Ltd., valid for 90 days from the last date of bid submission.
13. Bidders are advised to conduct a site visit and assess actual conditions before submitting their bids.
14. Joint Venture (JV) bids will not be accepted.
15. The Bank reserves the right to accept or reject, wholly or partly, any or all bids without assigning any reason whatsoever.
16. For further information, please contact the Logistic & General Service Department, Head Office during office hours on working days, prior to the submission deadline.

*"Access to All"*



**गरिमा विकास बैंक लिमिटेड**  
**Garima Bikas Bank Limited**

नेपाल राष्ट्र बैंकबाट "ख" वर्गको इजाजतपत्रप्राप्त संस्था

**Head Office: Kathmandu 02, Lazimpat**

**Phone No.: 01-4545424/ 25/ 26/ 27, Call Center: 01-5970179**

**Email: : info@garimabank.com.np; Website: www.garimabank.com.np**