

**TRIVENI MUNICIPALITY
OFFICE OF MUNICIPAL EXECUTIVE**

TOLL BASTURA



**REQUEST FOR TECHNICAL / FINANCIAL PROPOSAL
(RFP) DOCUMENT
FOR**

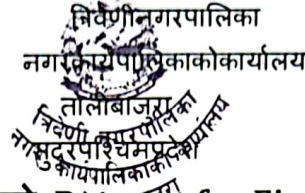
PROCUREMENT / SHOPPING

OF

Supply & Delivery of Motorcycle (Motorcycle-Pulsar 150cc)

Proposal Submitted By

FEB, 2024



Technical specification सहितको Request for Financial Proposal (RFP) पेश गर्न आवानगरिएको सार्वजनिक सूचना

प्रकाशित:-2081/08/12

यसकार्यालयबाट Supply & Delivery of Motorcycle (Motorcycle-Pulsar 150 cc) खरिदकालागिमिति २०८१/०८/१२ गते प्रकाशितक्याटलगबोसरपेशगर्नाहवानगरिएकोहुदायोसुचनाप्रथमपटकप्रकाशितभउकोमितिले७दिनकोदिउसो१२बजेभित्रयसकार्यालयबाटस्विकृतभएकोTechnical specification सहितकोRequest for financial proposal (RFP) यसकार्यालयबाटलिईवायसकार्यालयकोwww.trivenimunbajura.gov.npबाटDownload.गरीमागभएकाआवस्यककागजातकरुसंलग्नगरीप्राविधिकतथाआर्थिकप्रस्तावसहितसिलबन्धिगरीखाममाविवरणप्रगटखुलाईयसकार्यालयकादर्तागरीसक्नुपर्नेछ।दर्ताभएकासिलबन्दीप्रतावहरु कार्यालयप्रतिनिधितथाप्रतावदातावानिजहरुकाप्रतिनिधिहरुकोरोहवरमादाखिलागर्नेअन्तिमदिनकोअपराहन्न२.००खोलिनेछ।प्रतावदातावानिजकाप्रतिनिधिहरुउपस्थितिनभएपनिप्रतावखोल्नेकार्यमाबाधापर्नेछैन।रीतनपुगेकोवाठिलोगरीप्राप्तहुनआएकोमाप्रतावउपरकुनैकारवाहीहुनेछैन।पेशगर्नेअन्तिमदिनविदापमात्यसपछिकार्यालयखुल्नेदिनपेशगर्नसकिनेछ।

प्रमुख प्रशासकिय अधिकृत

Procurement of Supply & Delivery of Motorcycle (Motorcycle-Pulsar 150cc)

REQUEST FOR TECHNICAL & FINANCIAL PROPOSAL (RFP)

प्रमुख प्रशासकीय अधिकृत



Contract Ref:

Date of Issue:

To

M/S

.....

Dear Sir/Madam

The TRIVENI MUNICIPALITY OFFICE, ,, TOLI, BAJURA requests you to submit price and technical proposal with relevant documents for the supply of the following items:

Authorized Signature: _____

Name and Title of Signatory _____

Name of Supplier: _____

Address : _____

Phone Number : _____

**TERMS AND CONDITIONS FOR SUPPLY OF Supply & Delivery of
Motorcycle (Motorcycle-Pulsar 150cc)**

Purchaser:TRIVENI Municipality Office,TOLI, BAJURA

Package No.

1. Schedules for Supply: Within 40 days from the date of agreement
2. Fixed Price: The prices indicated in the Form of Proposal are firm and fixed and not


नगर प्रशासकीय अधिकृत



subject to any adjustment during contract performance.

3. **Delivery Schedule:** The delivery should be completed as per above schedule but not exceeding one months from the date of signing of contract.
4. **Insurance:** The Machine / Equipment should be insured up to delivery place/final destination.
5. **Applicable Law:** The Contract shall be interpreted in accordance with the laws of the Purchaser's country.
6. **Resolution of Disputes:** The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute between them under or in connection with the Contract. In the case of a dispute between the Purchaser and the Supplier, the dispute shall be settled in accordance with the provisions of the arbitration law or rules of the Purchaser's country.
7. **Delivery and Documents:** Upon delivery, the Supplier shall provide the following documents to the Purchaser:
 - (i) Copies of the Supplier's invoice showing goods' description, quantity, unit price, and total amount;
 - (ii) Manufacturer's or supplier's warranty certificate; and
 - (iii) Certificate of origin.

If goods are coming by courier, supplier shall also provide prior to delivery, copies of documents that will enable Purchaser to receive the goods. The above documents shall be received by the Purchaser at least one week before arrival of the goods and, if not received, the Supplier shall be responsible for any consequent expenses.

8. **Payment:** Payment of the contract price shall be made in the following manner:

On Delivery and acceptance: One Hundred (100%) percent. of the Contract Price of the Goods and related services delivered shall be paid within thirty (30) days of receipt of the Goods and related services

9. **Warranty:** Goods offered should be covered by manufacturer's warranty for at least 12 months from the date of delivery to the Purchaser.
10. **Packaging and marking Instructions:** The Supplier shall provide standard packing of the goods as required preventing their damage or deterioration during transit to their final destination, as indicated in the contract.
11. **Defects:** All defects will be corrected by the Supplier without any cost to the Purchaser within 30 day from the date of notice by Purchaser. The name and address of service facility where the defects are to be corrected by the supplier within the warranty period are:
Facility _____


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Address _____

12. **Force Majeure:** The supplier shall not be liable for penalties or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but not restricted to, act of Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by Force Majeure event.

13. **Required Technical Specifications:** (with attachments)

- (i) General Description
- (ii) Specific details and technical standards
- (iv) Power of attorney signed and sealed
- (v) Product Specifications and Brochures catalogue duly signed and stamped.
- (vi) Manufacture Authorization letter .

14. Training to the Employ of Municipality Staff from 1 to 2 Person who handle vehicle

- 15 Spare parts and after sales service facilities:-

To support the after sales service and availability of spare parts, the bidder should propose a workshop that has capacity to provide service of Bike in near the delivery place.

15.1. Have its own well equipped workshop or have legal partnership with a workshop with capacity to provide service to Bike in near station. So the workshop should provide end user certificate / letter of recommendation that it has previously serviced a Bike(of their organization). The bidder should also present document evidence of the workshop area, capacity, manpower, and audit documents, relevant documents like registration, tax clearance and certification if any.

- 15.2. Authorization from the authorized service centers of the Vehicle manufacturer company it is proposing in the bid in Nepal. And audit documents, relevant documents like


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registration, tax clearance and certification if any.

16. **Failure to Perform:** The Purchaser may cancel the Agreement if the Supplier fails to deliver the Goods, in accordance with the above terms and conditions, in spite of a 7 day notice given by the Purchaser, without incurring any liability to the Supplier.

Supplier confirms compliance with above specifications.

NAME OF SUPPLIER:

Authorized Signature:

Place:

Date :

17 If Firm / Supplier, is associated with the firm that prepared the design and specifications of the contract that is subject of this procurement, they shall be disqualified.

18.: Supplier should mention any additional facilities If any.

19. Proposal in duplicate and written in English language, should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information (in English/Nepali language) for each item quoted, including names and addresses of firms providing after-sales service facilities in Nepal.

20. The deadline for receipt of proposal (s) by the Purchaser at TRIVENI MUNICIPALITY, TOLI, BAJURA is: **.12 Hours of 2081/08//19** The proposal shall be opened in public in the presence of office representative, Suppliers' representative who choose to attend on 2 hours of 2081/08/19 at the mentioned address. In the absence of Suppliers' representative office will not obstruct to open the proposal.

21. Firm / Supplier shall submit only one set of proposals for the above items. Proposal must be typed or written in indelible ink and shall be signed by authorized representative. Without a signature / Seal in the Form of Technical / Financial Proposal, proposal will not be considered.

22. Proposal(s) should be submitted as per the following instructions and in accordance with the attached form of Contract. The attached Terms and Conditions of Supply is an integral part of the Contract.

23. Proposal in the attach format should be signed, sealed in an envelope and addressed to the following address:

TRIVENI Municipality Office

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TOLI, BAJURA
Ph. no.

Name of Supplier:
Authorized Signature:
Place:
Date:

Executive Officer
TRIVENI MUNICIPALITY OFFICE
TOLI, BAJURA

FORM OF PROPOSAL

To

Executive Officer
TRIVENI Municipality Office
TOLI, BAJURA
Telephone:

We offer to execute the "Shopping of "Supply & Delivery of Motorcycle (Motorcycle-Pulsar 150cc)", Contract Identification /Shopping TM/GD/03/2081-082in accordance with the Conditions of Contract accompanying this Proposal for the Contract Price of -----
----- (amount in words and numbers) (-----
----- (name of
currency)_____. We propose to complete the delivery of Goods described in the


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Contract within the following Delivery Time from the Date of Signing of the Contract.

Prices for Supply

Item No	Description of Item	Unit	Qty	Unit Price (NRs)		Total price (NRs)	
				Figures	In Words	Figures	In Words
01	Supply & Delivery of Motorcycle (Motorcycle-TVS Pulsar 150cc)	No's	6				
	Sub-Total						
	Discount						
	VAT @13% (NRs)						
	Grand Total (NRs) in Figure						
	Grand Total In Words:						

Authorized Signature: _____

Name and Title of Signatory _____

Name of Supplier: _____

Address : _____

Phone Number : _____

FORM OF CONTRACT

THIS AGREEMENT number _____ made on _____, _____ 2024, between _____ (hereinafter called "the Purchaser") on the one part and _____ (hereinafter called "the Supplier") on the other part.

WHEREAS the Purchaser has requested for proposal for _____ (description of goods) to be supplied by Supplier, viz. Contract _____, (hereinafter called "Contract") and has accepted the Proposal by the Supplier for the supply of goods under Contract at the sum of _____ (hereinafter called "the Contract Price".)


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NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. The following documents shall be deemed to form and be read and construed as part of this agreement, viz:
 - a) Form of Proposal; Terms and Conditions of Supply, Technical Specifications;
 - b) Addendum (if applicable);
2. Taking into account payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby concludes an Agreement with the Purchaser to execute and complete the supply of goods under the Contract and remedy any defects therein in conformity with the provisions of the Contract.
3. The Purchaser hereby covenants to pay, in consideration of the acceptance of Contract, supply and delivery of the goods and remedying of defects therein, the Contract Price in accordance with Payment Conditions prescribed by the Contract.

IN WITNESS whereof the parties hereto have executed the Contract under the laws of Nepal (country of Purchaser) on the date indicated above.

Signature and seal of the Purchaser:
For and on behalf of

Signature and seal of the Supplier:
For and on behalf of

Executive Officer
TRIVENI Municipality Office
TOLI, BAJURA

Name of Authorized Representative


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