



REQUEST FOR SEALED QUOTATION (RFQ) DOCUMENT FOR SUPPLIERS

RFQ No.: UON/ASBTRR/083/01

Date of Issue: 2nd July 2026

Issued by:

Umbrella Organization Nepal (UON)

Procurement Department

KMC-15, Pragati Marg, Kimdol, Kathmandu, Nepal

Tel: 015670932, 9851099621 | Email: info@umbrellanepal.org

Project: Aandhikhola School of Bamboo Technologies and River Restoration

Project site: Waling Municipality Ward No.9, Pathaktari, Syangja district,
Gandaki, Nepal

Funded by: ONGD-FNEL

**Title:- Supply and Delivery of Electrical Materials for the project
'Aandhikhola School of Bamboo Technologies and River Restoration'.**

Submission Deadline: 18th July 2026.

Submit To: Umbrella Organization Nepal, KMC-15, Pragati Marg, Kimdol,
Kathmandu, Nepal

Contact Person: Raj Kumar Pandit, 9851099621

TABLE OF CONTENTS

Section	Description
1	Invitation to Bid (Cover Page)
2	RFQ Notice Summary
3	Instructions to Bidders
4	Bidder Information Form
5	Eligibility Criteria (Checklist)
6	Submission Instructions
7	Bill of Quantities (BOQ)
8	Bid Validity Confirmation
9	Declaration (Not Blacklisted)
10	Evaluation Criteria

SECTION 1: INVITATION TO RFQ (COVER PAGE)

Umbrella Organization Nepal (UON) invites sealed quotations from eligible Nepalese suppliers/firms for supply and delivery of electrical materials as detailed in Section 7 (BOQ).

Item	Details
RFQ No.	UON/ASBTRR/083/01
Issue Date	2 nd July 2026
Submission Deadline	16 th July 2026, 5:00 PM NST
Bid Opening	22 nd July 2026
Bid Validity	60 days from deadline
Delivery Period	30 calendar days from PO issue
Delivery Location	Waling Municipality-9, Syangja, Gandaki Province, Nepal

Section 2. RFQ Notice

REQUEST FOR SEALED QUOTATION (RFQ) NOTICE

Umbrella Organization Nepal (UON)
(छाता संस्था नेपाल)

Regd. No.: 630/061/62 | SWC Affiliation No.: 17912

Invites sealed quotations from eligible suppliers/firms registered in Nepal for the **Supply and Delivery of Electrical Line Materials for the project “Aandhikhola School of Bamboo Technologies and River Restoration Project”**.

Project Location: Waling Municipality-Ward No. 9, Syangja, Gandaki, Nepal

Eligible bidders must have valid firm registration, PAN/VAT, tax clearance, and experience in similar supply works.

RFQ documents can be obtained from the official website of Umbrella Organization Nepal or requested via email/phone during office hours.

Submission Deadline: 16th July 2026

Delivery Period: Within 30 days from Purchase Order issuance.

UON reserves the right to accept or reject any or all bids without assigning any reason whatsoever.

Contact: Umbrella Organization Nepal, KMC-15, Pragati Marg, Kathmandu

Phone: 015670932

Email: info@umbrellanepal.org

SECTION 3: INSTRUCTIONS TO BIDDERS

Step 1: Eligibility Verification

Bidder must be:

- Legally registered in Nepal (company registration)
- Hold valid PAN/VAT certificate
- Have tax clearance of latest fiscal year
- Have at least one similar supply contract in past 3 years
- Not blacklisted by any government authority or UON

Step 2: Document Preparation

Prepare **one sealed envelope** containing:

Document Type	Contents
Technical Proposal	Eligibility docs (checklist Section 5), technical compliance sheet (Section 8), delivery schedule (Section 9), bid validity (Section 10), declaration (Section 11)
Commercial Proposal	Completed BOQ (Section 7) with unit rates, total prices, VAT separate

Step 3: Envelope Marking

Clearly write on the envelope:

"BID FOR MATERIAL SUPPLY – ASBTRR – RFQ NO. UON/ASBTRR/2025-26/01 – DO NOT OPEN BEFORE 22nd July 2026, 5:00 PM"

Also write bidder's name, address, and contact number on the reverse.

Step 4: Submission

- Hand-deliver or courier to UON office address (Section 1)
- Deadline: **16th July 2026, 5:00 PM NST**
- Late bids will be rejected unopened.

Step 5: Bid Opening

- Date: 22nd July 2026, 2:00 PM NST
- Venue: UON office, Kathmandu
- Board of Directors and authorized representatives.

SECTION 4: BIDDER INFORMATION FORM

Full Name of Firm	
Registration No.	
PAN / VAT No.	
Year Established	
Contact Person	
Phone / Email	
Bank Name & Account No.	Bank Name: Branch: Account Number:
Authorized Signatory	Name: Position:
Signature & Stamp	

SECTION 5: ELIGIBILITY CRITERIA (CHECKLIST)

Bidder must attach copies of:

- Company registration certificate
- PAN / VAT registration certificate
- Tax clearance certificate (latest fiscal year)
- Previous supply contracts (at least 1 similar nature, past 3 years)
- Not-blacklisted declaration (Section 11)

Note: Missing any document may lead to disqualification.

SECTION 6: SUBMISSION INSTRUCTIONS

Deadline	16 th July 2026
Delivery Documents	Hand-delivered or courier to Umbrella Office, KMC-15, Kathmandu.
Late bids	Not accepted
Withdrawal	Allowed before deadline in writing
Envelope	Sealed with company stamp

SECTION 7: BILL OF QUANTITIES (BOQ)

Note to Bidder:

- Fill unit rates (NPR) and total prices for all items.
- VAT (13%) must be shown separately in the last row.
- Prices include (can add in different row) delivery to project site: Waling Municipality-9, Pathaktari, Syangja.

S.N.	Description	Specification	Unit	Quantity	Rate	Amount (NPR)	Technical Compliance (Yes/No)
1	Swage pole with footstep holders (Full Galvanized-Minimum 170+ KG)	11 meter Long	Nos	18			
2	Black Japan paint	Standard	Ltr.	3.6			
3	Anchor rod	M16 x 2.5 Mtr.	Nos	19			
4	Cement Block	33"*30*300	Nos	19			
5	Stay Wire (support wire)	10 mm dia.	Mtrs.	220			
6	Terminal	10kn	Nos	19			
7	Thimble	10 mm	Nos	38			
8	Bulldog grip (wire clamp)	10 mm	Nos	117			
9	ACSR Conductor	Rabbit	Mtr	3276			
10	Stay support clamp (One side bolt clamp)	B5	Nos	2			
11	Stay support clamp (One side bolt clamp)	B6	Nos	2			
12	Stay support clamp (One side bolt clamp)	B8	Nos	4			
13	D Clamp	4 Inch(")	Nos	4			
14	Shackle Insulator	4 Inch(")	Nos	8			
15	L Bolt	4 Inch(")	Nos	8			
16	Vertical Clamp	B5 4 Inch(")	Nos	2			

17	Plain Clamp	B5	Nos	2			
18	Bolt	M16*50mm	Nos	218			
19	Nut	M16	Nos	254			
20	Washer	M16	Nos	254			
21	Angle bracing (Flat)	5*50*50*900 mm	Nos	28			
22	Disc insulator	11KV*70KN	Nos	36			
23	Pin Insulator with nut bolt & washer	11 kV	set	32			
24	Deadend clamp (Fiber)	4*50mm2	set	5			
25	Deadend clamp (Alluminium)	3 bolt 30 mm2	Nos	36			
26	I - Bolt	45 KN	Nos	36			
27	Socket Adapter (Hudkilo)	45 KN	Nos	36			
28	ABC cable 4 core	50mm2	Mtr.	280			
29	TOD Meter	100/5A	Nos	1			
30	C.T	100/5A	Nos	3			
	Note: All the metal items need to be full galvanized.						
	Materials cost						
	Transportation & load & unload cost						
	Materials & transportation & labour cost						
	Vat @13%						
	Total cost						

Note: All the metal items/parts need to be full galvanized

SECTION 8: BID VALIDITY CONFIRMATION

We confirm that our bid remains valid for **60 days** from the submission deadline (16th July 2026).

☐ Yes, we accept

Valid until: (Date)

Signature:

SECTION 9: DECLARATION (NOT BLACKLISTED)

I/We hereby declare that:

- All information provided in this bid is true and correct.
- Our firm is not blacklisted by any government authority, public entity, or Umbrella Organization Nepal as of the date of this bid.
- We have not been convicted of any fraudulent or corrupt practice.
- We accept that any false statement may lead to disqualification and legal action.

Signature:

Name:

Title:

Company Seal:

Date:

SECTION 10: EVALUATION CRITERIA

Criterion	Method
Eligibility	Pass / Fail

Criterion	Method
Technical compliance	Pass / Fail (all critical items must be Yes)
Price	100% (L1 – lowest compliant bid)
Delivery schedule	Technical factor (must be within 30 days)

Only bidders achieving **Pass** in all non-price criteria will proceed to price comparison.

END OF RFQ DOCUMENT