

# Forum for Rural Welfare and Agricultural Reform for Development (FORWARD Nepal)

Bharatpur Metropolitan city -2, Kshetrapur, Chitwan, Nepal

**Project Name:** Regional Programme for scaling up the multisectoral approach for Nutrition Smart Village in Bangladesh, Nepal and India; Phase II (NSV-II) (NPL 1066-20 BMZ/WHH)

# STANDARD BIDDING DOCUMENT FOR THE PROCUREMENT OF GOODS AND SERVICES

Invitation of Bids for supplying Food items and hygiene kit to the Pregnant women, Lactating mothers and under 5 years malnourished (SAM/MAM) children and medical materials & equipment for Hospital and Health Facility in, Rajgadh Rural Municipality Rajbiraj, Saptari District and Paroha Municipalities of Rautahat district.

## **National Competitive Bidding (NCB)**

Bid No	Bid Name
FN01/NPL 1066-20	Food & Hygiene Kit items: (rice, lentil (musuro), sugar, Oil (sunflower), ghee, potato, Salt (iodized), Litto, egg, Soap – Bathing & Cleaning Cloth, Washing powder, Nail cutter,
TO A A	Comb, Bucket with lid & mug)
FN02/NPL 1066-20	Medical materials & Equipment (Sanitary pad, Facemask, Sanitizer, Face shield, oximeter, Oxygen concentrator, Nebulizer, Gloves,
	Contact less thermometer, PPE Set, Disinfectants)



# Forum for Rural Welfare and Agricultural Reform for Development (FORWARD Nepal)

Bharatpur Metropolitan city -2, Kshetrapur, Chitwan, Nepal

Invitation for Bid/Sealed Quotations for Supplying of the food items, hygiene kit, medical materials & Equipment to support communities and health center/hospital in Paroha municipality of Rautahat and Rajgadh Rural Municipality of Saptari District.

#### (First Date of Publication: Shrawan 14, 2078/ (July 29, 2021)

A. Welthungerhilfe (WHH) and the German Federal Ministry for Economic Cooperation and Development (BMZ) have provided financial assistance for the Regional Programme for scaling up the multisectoral approach for Nutrition Smart Village in Bangladesh, Nepal and India; Phase II (NSV-II) project and FORWARD Nepal is implementing this project in Nepal. Recently it has received additional fund to strengthen livelihoods in COVID-19-affected communities in in the project areas Hence, FORWARD Nepal invites sealed bids quotations/tenders from eligible bidders for the supplying of the Food items, hygiene kit, medical materials & Equipment to support communities and health center/hospital in Paroha municipality of Rautahat and Rajgadh Rural Municipality of Saptari District.

SN	Bid No.	Description	Total Quantity	Pre-requisite Bid Security Amount (NRs.)	Bid Security validity	Bid Fee
1	FN01/NPL 1066-20	Food & Hygiene Kit items: (rice, lentil (musuro), sugar, Oil (sunflower), ghee, potato, Salt (iodized), Litto, egg, Soap – Bathing & Cleaning Cloth, Washing powder, Nail cutter, Comb, Bucket with lid & mug)	As per specification and quantity mentioned in this procurement documents section Price Schedule 1	500,000.00	90 days	0.00
2	FN02/NPL 1066-20	Medical materials & Equipment (Sanitary pad, Facemask, Sanitizer, Face shield, oximeter, Oxygen concentrator, Nebulizer, Gloves, Contact less thermometer, PPE Set, Disinfectants)	As per specification and quantity mentioned in this procurement documents section Price Schedule 2	160,000.00	90 days	0.00

B. A complete set of Bidding Documents can be downloaded from <a href="https://www.forwardnepal.org/announcements">www.forwardnepal.org/announcements</a> or hardcopy of Bidding Documents may be provided from Administrative Unit of FORWARD Nepal, Head Office, Bharatpur-2, Kshetrapur, Chitwan and Project Office, Rajbiraj, Saptari and Chandrapur-5 (near to Moonlight School), Rautahat on request.

- C. No bid fee will be charged, however, interested bidder must provide written application along with copies of company/ firm registration certificate, VAT/ PAN Registration Certificate, Tax Clearance Certificate/ Submissions of Tax Returns up to F.Y. 2076/77 for Bidding Documents.
- D. Bids must be submitted in sealed envelope having required documents for eligibility at or before 17:00 pm August 08, 2021 (Shrawan 24, 2078) to FORWARD Nepal, Head Office, Bharatpur-2, Kshetrapur, Chitwan or Project Office, Rupani Road, Rajbiraj-8, Saptari and Field Office, Chandrapur-5 (near to Moonlight School), Rautahat. Bids received after the deadline shall not be accepted.
- E. Bidder must provide individual sealed quotation for each Bid no. FN01/NPL 1066-19 and FN02/NPL 1066-19. If any firm or bidder wishes to bid in both bids, the firm or bidder must provide complete document in separate sealed envelope for each bid.
- F. Bids will be publicly opened in the presence of the bidders' designated representatives and anyone who choose to attend at **FORWARD Nepal**, **Field Office**, **Chandrapur-5**, Rautahat at 10:00 AM August 09, 2021 (Shrawan 25, 2078) for bid no. FN01/NPL 1066-19 and FN02/NPL 1066-19
- G. Bid must be valid for 90 days for serial no. 1 and serial no.2 counting from the day of bid opening. Bid security, amounting mentioned above, shall be valid for minimum 90 days
- H. Bids for serial no. 1 and 2 should be submitted separately in a sealed envelope. Bidder must ensure to supply materials within 2 weeks after receiving supply order or purchase order.
- I. If bidder wishes to submit the Bid Security in the form of cash, the cash should be deposited in the name of FORWARD WHH-NPL-1058-18, Current A/c No. 6101524685576013 at Machhapuchhre Bank Ltd., Rajbiraj Branch, Saptari and should submit the original receipt of the deposited amount of cash along with the Bid. OR bidder needs to provide bank guarantee certificate (original) along with the bidding documents.
- J. If the last date of requesting submission and opening for bid falls on a FORWARD Nepal's holiday then the next working day shall be considered the last day.
- K. FORWARD Nepal reserves the right to accept or reject wholly or partly any or all the bids without assigning any reason whatsoever and also can amend and correct any discrepancies or error in bid documents, bid notice or any other documents.
- L. Matters not covered in this tender notice shall be in accordance with Procurement Policy of FORWARD Nepal or Welthungerhilfe (WHH) as appropriate and other prevailing rules and regulations of Nepal.

M. Tenders received will be evaluated by a committee formed by FORWARD Nepa

(FORMADD)

### **Section I. Instructions to Bidders**

- **I.1 Scope of Bid:** The Purchaser (FORWARD Nepal)/NSV-II Project, Rautahat & Saptari (NPL1066-20/BMZ/WHH issues this Bidding Document for the supply of Goods/materials at Paroha municipality of Rautahat district and Rajgadh Rural Municipality of Saptari district and portal incidental there to as specified in Section III, Price Schedule I & II of Requirements.
- I.2 Fraud and Corruption: Anticorruption related laws and policies require that project's officials (including beneficiaries of funds), as well as bidders, suppliers, and contractors and their sub-contractors under BMZ/WHH financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. Any dispute of these policy and government anti-corruption law are considered as offensive action and crime. In pursuance of this policy, this bidding document;
  - will reject bid(s) if it determines that the bidder has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the contract in question;
  - will sanction a firm or individual, including declaring ineligible, for a stated period of time, to be awarded a BMZ/WHH financed contract if it at any time determines that the firm has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for, or in executing, this bidding.

The Bidder shall not carry out or cause to carry out the following acts with an intention to influence the implementation of the procurement process or the procurement agreement:

- I. give or propose improper inducement directly or indirectly,
- II. distortion or misrepresentation of facts,
- III. engaging in corrupt or fraudulent practice or involving in such act,
- IV. interference in participation of other competing bidders,
- V. coercion or threatening directly or indirectly to cause harm to the person or the property of any person to be involved in the procurement proceedings,
- VI. collusive practice among bidders before or after submission of bids for distribution of works among bidders or fixing artificial/uncompetitive bid price with an intention to deprive the Employer the benefit of open competitive bid price,
- VII. contacting the Employer with an intention to influence the Employer with regards to the bids or interference of any kind in examination and evaluation of the bids during the period from the time of opening of the bids until the notification of award of contract.
  - FORWARD Nepal may **blacklist** a Bidder for its conduct for a period of one (1) to three (3) years based on grounds and seriousness of the act committed by the bidder. A bidder declared blacklisted and ineligible by FORWARD Nepal shall be ineligible to bid for a contract during the period of time determined by FORWARD Nepal.
- I.3 Eligible Bidders: This Invitation for Bids is open to eligible Bidders who are registered in Nepal as private business entity/firm/company and can supply the above required items. A Bidder shall not have a conflict of interest. A Bidder that is under a declaration of ineligibility by FORWARD Nepal, at the date of the deadline for bid submission, shall be disqualified. Bidders shall provide such evidence of their continued eligibility satisfactory to the FORWARD Nepal, as the FORWARD Nepal shall reasonably request.

Bidder who has obtained Permanent Account Number (PAN) and Value Added Tax (VAT) registration certificate(s) and Tax clearance certificate or proof of submission of tax return from the Inland Revenue Office, firm registration and renewable shall only be eligible.

I.4 Eligible Goods and Related Services: All goods and related services to be supplied under the contract are eligible, unless their origin is from a country specified in the Bid Documents. Quality of the goods and related services should be met as per specification, which will be national standard as far as possible. FORWARD Nepal will have sole right to inspect and evaluate quality of goods. The origin of goods and services is distinct from the nationality of the Bidder. In case of serial no. 1, the origin of good should be Nepal Box 11 (Bhp)



## **Section II: Contents of Bidding Document**

The Bidding Document consist of Parts 1, 2 and 3, which include all the Sections indicated below, and should be read and prepared bidding document accordingly.

#### **II.1 Bidding Procedures**

**II.1.1 Instruction to bidders:** Discussed some points above in section 1.

FORWARD Nepal will reject any Bid submission if the Bidding Document is not properly filled and submitted to designated offices. Hence, The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Document. Failure to furnish all information or documentation required by the Bidding Document may result in the rejection of the Bid.

A prospective Bidder requiring any clarification of the Bidding Document may contact by email at <a href="mailto:info@forwardnepal.org">info@forwardnepal.org</a> until August 04, 2021. But no phone call will be entertained.

FORWARD Nepal may amend the biding document at any time prior to the deadline for submission of the Bids. Hence bidders are requested to visit our website <a href="https://www.forwardnepal.org/announcements">www.forwardnepal.org/announcements</a> regularly within deadline.

#### **II.2 Preparation of Bidding Documents**

Bidder are requested to carefully read these instructions, so that their bid document will not be rejected.

- A. Cost of bidding document preparation: Bidder has sole responsibility.
- B. Languages: This biding document is prepared in English. Bidder may apply either in Nepali language or in English, and bid documents applied in other languages than Nepali and English will be rejected.
- C. All required forms must be duly filled, which includes submission form, bidder information form, price schedule, bid security form, conflict of interest declaration form along with authorized signature, contact details and stamp.
- D. FORWARD Nepal denies accepting alternative bid documents. If any bidder submits alternative bidding documents, FORWARD Nepal will have right to reject or accept lowest price and quality of bidding document.
- E. Bidder can apply for both bids. But Bidder must prepare separate documents for each bid no. and bid name.
- F. If any bidder misses to provide price of any item or related service, FORWARD Nepal will have right to include or reject for further evaluation of the bid.
- G. Bid Price: This bidding will be decided on unit price of goods or related service rather than total bidding amount. Hence, bidder must provide unit price in both figure and words. If bidder write different amount in figure and words, the amount in words will be considered.
- H. This is national bidding. Hence foreign companies cannot apply this bid.
- I. Currency: Bidder must use Nepali currency.
- J. Document of bidding: To establish their eligibility, Bidders shall complete the eligibility declarations in the Bid Submission Sheet, Bidding Forms; and submit the copy of the documents as *specified in this Bid Documents*.
- K. Bid shall remain valid for a period of three months after deadline of the bid submission.
- L. The Bidder shall furnish as part of its bid, in original form a Bid Security as **specified in this Bid Documents**. The bid security shall be a demand guarantee in any forms at the Bidder's option i.e., original copy of an unconditional bank guarantee or original copy of cash deposit voucher in the FORWARD Nepal's Account as specified in Bid Documents. The Bid Security shall be valid for minimum ninety days beyond the end of the validity period of the bid. Thereafter, the Bid Security may be forfeited as per general practice of bid security.

P.O.Box 11 (Bhp) 5

- M. The Bidder shall prepare one original of the documents comprising the Bid as described and clearly mark it "ORIGINAL." In addition, the Bidder shall submit copies of the Bid, in the number *specified in the Bid Documents* and clearly mark them "COPY." In the event of any discrepancy between the original and the copies, the original shall prevail.
- N. The original and all copies of the Bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Bidder.
- O. Sample of each item to be made available in case of oxygen concentrator catlog should be made available

#### **II.3 Submission and Opening of Bids**

- **A. Mode of Submission**: Sealed hard copy in the above mentioned offices of FORWARD Nepal only. Electronically submitted bid is directly disqualified. Bidder is suggested to provide following detail, while submitting bidding documents. Bidder is also suggested to get a received note from FORWARD Nepal with organization stamp.
  - 1. Name of Firms with address
  - 2. PAN/VAT Number
- **B. Marking in Envelopes of Bid:** The inner and outer envelopes shall bear the name and address of the Bidder; be addressed to the FORWARD Nepal, and bear a warning "BIDDING DOCUMENT: DO NOT OPEN BEFORE THE TIME OF BID OPENING".
- C. Deadline for Submission of Bids: Bids must be received by the Purchaser at the address and no later than August 08, 2021 at 17:00 pm.
- **D. Modification and Withdraw:** A bidder may withdraw, or modify its bid after it has been submitted. Bidder must provide written hard copy application for withdraw or modified bid in sealed envelope with clearly written MODIFICATION before deadline.
- **E. Opening of Bids:** FORWARD Nepal shall conduct the bid opening in public in the presence of bidder or its representative who chose to attend at the address, date and time **specified in the Bid Documents**. If bidder or its representative will not present, the bidding opening will not be postponed.

#### **II.4 Evaluation and Comparison of Bids**

Bids shall be considered not responsive, if; the bid is not submitted in the bid document issued by FORWARD Nepal.

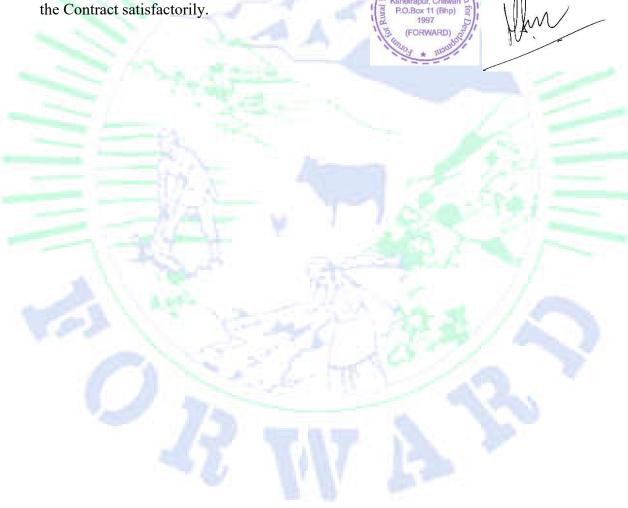
- a) The bid is not properly sealed.
- b) The bid not submitted with the Bid Form duly filled and signed in the complete document as per instructions.
- c) The bid is not submitted within the specified date/time for submission of bids.
- d) The bid is not submitted along with the bids security as specified in this bidding document.
- e) The bid is not complied with the instruction specified in the invitation for bid and notice Published.
- f) Terms of payment and Destination of Delivery of goods supplied are different from those specified in the Bid Document.
- g) The biding document do not have required documents of bidder mentioned in eligibility criteria.

Information relating to the examination, evaluation, comparison, and post-qualification of Bids, and recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process until publication of the contract award. Any attempt by a Bidder to influence the Purchaser in the examination, evaluation, comparison, and post-qualification of the Bids or Contract award decisions may result in the rejection of its Bid.

To assist in the examination, evaluation, comparison and post qualification of the Bids, the Purchaser may, at its discretion, ask any Bidder for a clarification of its Bid. The organization shall evaluate and compare each Bid that has been determined, up to this stage of the evaluation.

#### **II.5 Award of Contract**

The Purchaser shall select to award the Contract to the Bidder whose offer has been determined to be the lowest evaluated Bid, quality of the material, and is substantially responsive to the Bidding Document, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.



III. Submission Form

This section should be filled and printed by blader as per instruction and should submit in bidding documents.



#### **Bid Submission Form**

(The Bidder shall accomplish the Bid Submission Form in its Letter Head Clearly showing the Bidders address)



Date:

Bid No .:

To: NPL 1066-20 (NSV-II) Project, FORWARD Nepal, Bharatpur Metropolitan city -2, Chitwan

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the complete Bidding Document,
- (c) The total price of our Bid, excluding any discounts offered in item and including VAT and others applicable tax is below for estimate amount of good and related services.

NPR in Figure:

NPR in word:

- (d) We understand and agree to deliver good and related service based on unit price in price list. Total bidding amount can be used by FORWARD Nepal as per its requirement.
- (e) Our Bid shall be valid for a period of ........... days from the date fixed for the bid submission deadline in accordance with the Bidding Document, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- (g) We are not participating, as Bidders, in more than one Bid in same bid no. of the bidding process, other than alternative offers in accordance with the Bidding Document;
- (j) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed.
- (k) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.
- (l) We declare that, we have not been black listed and no conflict of interest in the proposed procurement proceedings and we have not been punished for an offense relating to the concerned profession or business.
- (m)We agree to permit FORWARD Nepal or its representative to inspect our accounts and records and other documents relating to the bid submission and to have them audited by auditors appointed by FORWARD Nepal.

Signed:		
Name:		
In the capacity of (Position)		
Duly authorized to sign the Bid for and on	behalf of (firm's	name)
Date:		

2. Bidder's Information Form

[The Bidder shall fill in this Form. No alterations to its format shall be permitted and no substitutions shall be accepted.]

Date: \_\_\_\_ (DD.MM.YYYY) of Bid Submission]

Bid Name: Supply of ......

1 Bidder's Legal Name:

Bid No.: .....

- 2 Bidder's Address:
- 3 Bidder's Registration no.:
- 4 Bidder's Year of Registration:
- 5 Bidder's Telephone numbers:
- 6 Bidder's Email Address (If applicable):
- 7 Bidder's Authorized Person/Representative Information for the bid

Name:

Capacity (position):

Address:

Telephone no.:

Mobile no.:

Email (if applicable):

- 8 Attached are copies of following minimum required documents
  - A. Certificate of firm registration
  - B. Renewal of firm
  - C. Certificate of VAT registration
  - D. Latest Tax clearance certificate
  - E. Bid Security (Bank guarantee or cash deposit original voucher)
  - F. Declaration of eligibility criteria
  - G. Letter of authority for signature on the behalf of bidder
  - H. Evidence of supplying such services to other agencies, if any

**Price Schedule 1** 

The unit price of items provided by bidder will be used for evaluation of the bid. Hence, bidder is requested to fill unit price with caution both in figure and words.

Bharatpur-2 Kshetrapur, Chitwar P.O.Box 11 (Bhp)

Name of Bidder:		 Address of Bidde	er:	Municipality
Ward no:	Tole:	 District:		
VAT/PAN no ·				

**Bid name:** Food & Hygiene kit items (rice, lentil (musuro), sugar, Oil (sunflower), ghee, potato, Salt (iodized), Litto, egg, Soap – Bathing & Cleaning Cloth, washing powder, Nail cutter, comb, Bucket with lid and mug)

**Bid no.:** FN01/NPL 1066-20

SN	Description of Goods	Specification of Goods	Unit	Packagi ng size	Required Quantity (for Paroha, Rautahat)	Required Quantity (for Rajbiraj, Saptari)	Total Required Quantity (C) = (A +	Office (NKS.) (including VAT)		Unit Price (NRs.) (Including VAT)		Unit Price (NRs.) (Including VAT)  Proposed brand if applicable	
					(A)	(B)	B)	Figure	In Words				
1	Rice	Semi Steamed (Jeera Masino) rice, no dust/stone, fine grain, free from adulteration	Kg	30	2,567	1,903	4,470						
2	Lentil	Local lentil (musuro), Full grain, no dust/stone	Kg	2	2,567	1,903	4,470						
3	Sugar	Fresh Sugar, free from adulteration, no dust/stone	Kg	2	2,567	1,903	4,470						
4	Cooking Oil	Sunflower, free from adulteration	Liter	2	2,567	1,903	4,470						
5	Ghee	Fresh ghee, 250 gm contain each	Dibba (250 gm)	1	2,567	1,903	4,470						
6	Potato	Fresh, medium size	Kg	5	2,567	1,903	4,470						
7	Salt (iodized)	lodized salt, no dust/stone (Dui balbalika ko chinha bhaeko)	Kg	2	2,567	1,903	4,470						
8	Soap (Bathing) 95gm	Lifebuoy, 95 gram, 5pc/pack	Piece	5	2,567	1,903	4,470						
9	Soap (cleaning cloth) 200gm	Laundry soap, 200 gram, 5pc/pack	Piece	5	2,567	1,903	4,470						

SN	Description of Goods	Specification of Goods	Unit	Packagi ng size	Required Quantity (for Paroha, Rautahat)	Required Quantity (for Rajbiraj, Saptari)	Total Required Quantity (C) = (A +	Unit Price (NR	s.) (Including VAT)	Proposed brand if applicable	Total Amount in Figure (Rs.)
			7//	1800	(A)	(B)	B)	Figure	In Words		
10	Bucket with Lid (15 Ltr) and mug (1 Ltr) with handle Plastic	Bucket with lid Material: Plastic Dimension: (Diameter x Length): 17" x 12", Capacity: 15 Liters Can be used In Bathrooms, Kitchens, Garages, Offices etc. Mug with handle Material: Plastic Dimension: (Diameter x Height): 6.5" x 5", Can be used to transfer water, Capacity: 1 Liter	Piece	1	2,567	1,903	4,470				
11	Nail Clipper Cutter	Standard Size Materials: High-quality stainless Steel, Portable convenient to carry for traveling, Stainless steel high- quality manicure tool Usable for both man and women	no.	1	2,567	1,903	4,470				
12	Comb	Size: 9 – 10 inch (Length) Materials: Plastic Color: Black, Blue, Green, Yellow Usable for both man and women	no.	1	2,567	1,903	4,470				
13	Washing Powder	Packaging size: 750 gram per packet Model Name: Detergent Powder Type: Powder Container Type: Pouch	Packet (750 gram per Packet)	2	2,567	1,903	4,470				
14	Lito (micronutrient and protein fortified wheat flour) Bharalpur-2 Ksheltrapur, Chitwa P.O.Box 11 (Bhp) 1997	Micronutrient Value: Vitamin A - 1200 I.U., Vitamin C- 35mg, Vitamin D - 200 I.U., Vitamin E - 3 I.U., Vitamin B6 - 0.3mg, Vitamin B12 - 0.25mcg, Thiamine -0.8mg, Ribo flavin - 0.6mg, Folic Acid- 22mcg, Niacin -5mg, pantothenic	Packet (400 gram per Packet)	3	800	600	1,400				

SN	Description of Goods	Specification of Goods	n of Goods Unit   Packagi (107   Rajbiraj, Rautahat)   Packagi (107   Rajbiraj, Rajbiraj, Rautahat)   Packagi (107   Rajbiraj,		Required Quantity (C) = (A +	Unit Price (NR	s.) (Including VAT)	Proposed brand if applicable	Total Amount in Figure (Rs.)		
			IIIII	11.	(A)	(B)	7777	Figure	In Words		
15	Egg	Fresh Hen egg (large size), 30 pc in each crate	Crate (30 pcs/Crate)	1	800	600	1,400		•		
		uired quantity may vary around 2 weeks to bidder.  ion and packaging cost		•			·	•	Rs	•	
	•	eity of (Position):									
	Signed:										
	Duly author	rized to sign the Bid Security fo	r and on th	e behalf o	of						
	Date:										

Stamp of Firm

### **Price Schedule 2**

Price Schedule 2

The unit price of items provided by bidder will be used for evaluation of the bid. Hence, bidder is requested to fill unit price with caution both in figure and words.

Name of Bidder:		 Address of Bidd	er:	Municipality
Ward no:	Tole:	 District:		h.
VAT/PAN no ·				

Bid name: Medical materials & Equipment (Sanitary pad, Facemask, Sanitizer, Face shield, oximeter, Oxygen concentrator, Nebulizer, Gloves,

Contact less thermometer, PPE set, Disinfectants)

**Bid no.:** FN02/NPL 1066-19

S N	Description of Goods	Specification of Goods	Unit	Pack aging size	Required Quantity (for Paroha, Rautahat)	Required Quantity (for Rajbiraj, Saptari)	Total Required Quantity (C) = (A + B)			Proposed brand if applicable	Total Amount in Figure (Rs.)
					(A)	(B)	Б)	Figure	In Words		
1	Sanitary Pad	Number Of Pads: 7 pcs per pack Up to 12 hours protection Absorbs 2X Faster Soft cover with wings Cottony soft cover napkin	no.	3	2,567	1,903	4,470				
2	Hand Sanitizer (1 Liter pack with nozzle /spray)	Alcohol based handrub gel (Chlorhexidine Gluconate 0.5% w/v, Ethanol I 7.0% v/v 500ml in each bottle)	Bottle (1 Liter)	1	2,567	1,903	4,470				
3	Facemask Surgical / medical (Disposable)	Please see <b>Annex 1</b> for specifications Facemask Surgical/Medical (Disposable)	Box (50 Pc)	1	2,967	2,183	5,150				
4	Pulse Oximeter	Please see <b>Annex 2</b> for specification of Pulse Oximeter	no.	1	50	35	85				
5	Facemask KN 95	Please see <b>Annex 3</b> for specification of N 95 mask	no.	1	5,000	3,500	8,500				
6	Face Shield (Vizor)	Please see Annex 4 for specification of Face Shield (Vizor)	no.	1	500	350	850				

S N	Description of Goods	Specification of Goods	Unit	Pack aging size	Required Quantity (for Paroha, Rautahat)	Required Quantity (for Rajbiraj, Saptari)	Total Required Quantity (C) = (A + B)	Unit Price (Rs.)		Proposed brand if applicable	Total Amount in Figure (Rs.)
7	Hand Sanitizer (5 liter per gallon)	Alcohol based handrub gel (Chlorhexidine Gluconate 0.5% w/v, Ethanol I 7.0% v/v 500ml in each bottle)	Gallon (5 Liter)	5	(A) 40	(B) 28	68	Figure	In Words		
8	Oxygen concentrator (5L)	Please see <b>Annex 5</b> for specification of Oxygen Concentrator (5L)	no.	1	3	0	3				
9	Full PPE Set (Single Use)	Please see Annex 6 for specification of full PPE set (single use)	Set	1	200	140	340				
10	Nebulizer  Agricultural Agricultural Superior Bharatpur 2 Kshetrapur, Chitwa P.O.Box 11 (Bhp) 1997  (FORWARD)	Description of Function A nebulizer machine with standard mask and canula in order to vapor inhalation to the patient having breathing problem.  Technical requirements: Should operate on AC220-230V. 50hz power dedication volume should be min 6ml. Average nebulization rate should be min 0.2ml/min. Flow rate should be 6 to 8 Liters/min. Working environment: 10 to 95% RH Should weight below 2 Kg. All standard accessories/consumables/parts required for the proper operation of the above item shall be included in the offer. Should come with air tube mask and filters (tuin 5 nos each)	no.		20	14	34				

S N	Description of Goods	Specification of Goods	Unit	Pack aging size	Required Quantity (for Paroha, Rautahat)	Required Quantity (for Rajbiraj, Saptari)	Total Required Quantity (C) = (A +	Unit Price (Rs.)		Proposed brand if applicable Total Amount in Figure (Rs.)
					(A)	(B)	B)	Figure	In Words	
11	Gloves	Disposable Surgical Latex Gloves, Size: 7.5 inch Colour: White	Box (50 Pair)	1	200	140	340	11/		
12	Infrared Thermometer (Thermal Gun)	Response time: 0.5 s Distance to the object: Measuring range 12: 1 Operating temperature range (humidity): 0 +40°C (10%-90% RH) Battery type: 2 x 1.5V AAA Measuring range: -50°C +600°C (-58°F +1112°F) Emissivity (preset): 0.95 Weight: 0.116 kg	no.	1	50	35	85			
13	Disinfectants	Sodium Hypochlorite 10-18% Chlorine)  Bharatpur-2  Kshetrapur Chilwan	Liter	1	200	140	340			

**Note:** \* Required quantity may vary around 20%. Actual required quantity will be notified by FORWARD Nepal through supply order or purchase order before 2 weeks to bidder.

Transportation and	packaging cost	including VA	T: Rs.	 in	words	Rs.	
Name: In the capacity of (Pos	sition):			 			
Duly authorized to sig	n the Bid Security fo	r and on the beha	lf of				
							Stamp of Firm

## **Bid Security**

Date:

Bid Security

[This is the format for the Bid Security to be issued on the letterhead by Commercial bank specified by Nepal Rastra Bank

Performance Security Petrapur, Chilwan Strong Contract [Insert complete name and number of Contract]

To: FORWARD Nepal Bharatpur-2, Chitwan

WHEREAS[insert complete name of Supplier] (hereinafter "the
Supplier") has received the notification of award for the execution of and
[insert Bid no. and name of contract] (hereinafter "the Contract").
AND WHEREAS it has been stipulated by you in the aforementioned Contract that the
Supplier shall furnish you with a security [insert type of security] issued by a
reputable guarantor for the sum specified therein as security for compliance with the Supplier's
Performance obligations in accordance with the Contract.
AND WHEREAS the undersigned
Guarantor], legally domiciled in
Guarantor], legally dolline and in
Guarantor], (herematter the Guarantor ), have agreed to give the supplier a security.
THEREFORE, WE hereby affirm that we are Guarantors and responsible to you, on behalf
of the Supplier, up to a total of Rs, in words, Rs
[insert currency and amount of guarantee in figures and words]
and we undertake to pay you, upon your first written demand declaring the Supplier to be in
default under the Contract, without cavil or argument, any sum or sums within the limits of
Rs, in words, Rs
currency and amount of guarantee in figures and words] as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.
This security is valid until the <b>November 08, 2021</b> .
Name: [insert complete name of person signing the Security]
in the capacity of: [insert legal capacity of person signing the Security]
Signed:[insert signature of person whose name and capacity are shown above]
Duly authorized to sign the security for and on behalf of:
seal and complete name of Guarantor]
Date: [insert date of signing]



#### Declaration on Conflict of Interest and Ethical Conduct

We the undersigned confirm in the preparation of our Bid that:

- 1. Neither we, nor any of our employees, associates, agents, shareholders, consultants, partners or their relatives or associates have any relationship that could be regarded as a conflict of interest as set out in the Bidding Documents.
- 2. Neither we, nor any of our employees, associates, agents, shareholders, partners consultants or their relatives or associates have entered into corrupt, fraudulent, coercive or collusive practices in respect of our bid or proposal.
- 3. Neither we are bankrupt or being wound up or having any affairs administered by the courts or have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations.
- 4. That no payments in connection with this procurement exercise have been made by us or our associates, agents, shareholders, partners or their relatives or associates to any of the staff, associates, consultants, employees or relatives of such who are involved with the procurement process on behalf of the Procuring Entity.
- 5. That no child labor and/or child will be exploited, abused, and sexually harassed on exercising the bidding process.

	Stamp/Seal
Authorized Signature:	
Name and Title of Signatory:	
Name of Bidder:	

# Specification of some Medical items Kishetrapur, Chriswan P.O.Box 11 (Bhp) Annex 1: Medical surgical mask (Disposable)

Name of Manufacturer			
Country of Origin			
Item	Medical/surgical mask		
Purpose	Protection from bio hazard		
	Medical/surgical mask, high fluid resistance, good breathability, internal and external faces should be clearly identified, structured design that does not collapse against the mouth (e.g., duckbill, cup shaped) Fluid resistance at minimum 120 mmHg pressure.		
Filtration efficiency	ASTM F2101, EN14683 annex B, or equivalent		
Breathability	MIL-M-36945C, EN 14683 annex C, or equivalent		
Compliance/certification required	EN 14683 Type IIR performance ASTM F2100 level 2 or level 3 or equivalent; based on ASTM F1862-07, ISO 22609, or equivalent		

#### **Annex 2: Spot-Check Pulse Oxymeter**

S.N.	Purchaser's Specifications
	Spot-Check Pulse Oxymeter
	Manufacturer
	Brand
	Type / Model
	Country of Origin
1	Description of Function
1.1	For spot-check of percentage arterial oxygen saturation (SpO2, %) and pulse rate (HR, bpm) of all patient categories. Non-invasive monitor using a clip-on sensor placed on a finger or toe.
2	Operational Requirements
2.1	It shall be suitable for professional clinical use, all patient categories neonate, infant and adult.

	Dhambar Acc
3	System Configuration Book 11 (Bhp) 1997
3.1	Pulse Oxymeter, complete unit with all standard accessories.
4	Technical Specifications
4.1	Ultra-compact pulse oxymeter integrated into finger/toe sensor clip.
4.2	It shall be of robust, shock resistant design, which allows use in demanding environments.
4.3	It shall accommodate finger/toe thicknesses 8 to 25mm.
4.4	Facility of spot-check of arterial blood oxygen saturation (SpO2) and heart rate (HR).
4.5	It shall have one button operation, auto-off when not in use for 10 seconds.
4.6	Clip with extended side flaps eliminates ambient light from the measurement.
4.7	Measuring range: SpO2 30 to 100% (minimum graduation 1%) HR 20 to 320bpm (minimum graduation 1bpm)
4.8	Accuracy: SpO2 +/-2% in the range from 70 to 100% HR +/-2% in the range from 30 to 250 bpm
4.9	Display: Easy readable display shows operational status, SpO2, HR, signal strength (bar graph) and battery status.
4.10	Alarm: Audio-visual alarm on operational status, SpO2<90%, sensor malfunction and loss of signal.
5	Accessories, spares and consumables
5.1	Accessories:  2 x spare set of two batteries 1.5V AAA/LR03 Alkaline.  1 x Neck lanyard for carrying.  1 x Strong protective carry bag.
5.2	All standard accessories, consumables and parts required to operate the equipment, including all standard tools and cleaning and lubrication materials, to be included in the offer. Bidders must specify the quantity of every item included in their offer (including items not specified above).
6	Operating Environment
6.1	The product offered shall be designed to be stored and to operate normally under the conditions of the purchaser's country. The conditions include Power Supply, Climate, Temperature, Humidity, etc.
6.2	Power supply: Shall work on two 1.5V AAA/LR03 batteries.

7	Standards and Safety Requirements		
7.1	Must submit ISO13485:2003/AC:2007 for Medical Devices AND		
7.2	CE (93/42 EEC Directives) or USFDA approved product certificate.		
8	User Training		
8.1	Must provide user training (including how to use and maintain the equipment).		
9	Warranty		
9.1	Comprehensive warranty for 1 year after acceptance.		
10	Maintenance Service During Warranty Period		
10.1	During warranty period supplier must ensure preventive maintenance and corrective/breakdown maintenance whenever required.		
	corrective/oreakdown maintenance whenever required.		
11	Installation and Commissioning		
<b>11</b> 11.1	<u> </u>		
	Installation and Commissioning		
11.1	Installation and Commissioning  Supplier must accomplish proper commissioning of equipment onsite.		
11.1 12	Installation and Commissioning Supplier must accomplish proper commissioning of equipment onsite.  Documentation		
11.1 <b>12</b> 12.1	Installation and Commissioning  Supplier must accomplish proper commissioning of equipment onsite.  Documentation  User (Operating) manual in English.		

#### Annex 3 Particulate-filtering face piece respirator (N-95 or equivalent)

Name of Manufacturer	
Country of Origin	
Item name	Particulate-filtering face piece respirator (N-95 or equivalent)
Purpose	Protection of mouth from pathogenic microbes
Туре	Face piece respirator
Purpose	Protection from the Corona virus while in contact with COVID 19 cases

Requirements  (FORWARD)	Should have performance equivalent to filter performance at least >95%, flow rate 85 to 95L/min Good breathability with design that does not collapse against the mouth (e.g., duckbill, cup shaped)
Equivalent standards	N95/KN95/FFP2
Compliance/certification required	At least WHO COVID specification for face respirator and/CE/USFDA requirements
Annex 4: Face shields/visor	

Name of Manufacturer	
Country of Origin	53.6
Item name	Face shields/visor
Purpose	Protection of face including eye from microbial contamination
Material	Made of clear plastic and provides good visibility to both the wearer and the patient,
Requirements	Adjustable band to attach firmly around the head and fit snuggly against the forehead, Fog resistant (preferable), Completely cover the sides and length of the face, May be re-usable (made of robust material which can be cleaned and disinfected) or disposable.
Compliance/certification required	EU standard directive 86/686/EEC, EN 166/2002, ANSI/ISEA Z87.1-2010, or equivalent

#### **Annex 5: Oxygen Concentrator (5L)**

S.N.	-		Bidder's Compliance sheet		
			Yes	No	Page no in catalog
	Manufacturer				
	Brand				
	Type / Model				
	Country of Origin				

1	Description of Function			
1.1	Oxygen concentratorproduces oxygen from ambient air.			
2	Operational Requirements			
2.1	Integrated Oxygen sensing device (OSD) measures concentration at flow meter entrance.	1.1.	,	
3	System Configuration	11//	1//	
3.1	Oxygen Concentrator set complete with Flow Splitter.			
4	Technical Specifications			
1	Oxygen Concentrator			
4.1	Output flow: max 5 L/min.			
4.2	Flow meter range: 1 to 5 L/min.			
4.3	Output pressure: 60kPa.			
4.4	Oxygen concentration: 93% +/- 3%			
4.5	Four-step filtering (coarse, pre, inlet and bacterial) of air-intake.			
4.6	All filters replaceable, coarse filter washable/reusable.			
4.7  A.8 Bharat  A.8 Kshetrapur  P.O.Box  S. (FORW	Continuous monitoring, with visual and audible alert on:  Low and high output pressure  Low oxygen concentration  Oxygen monitor: amber light on the front illuminates when oxygen concentrator is below 90%. If concentration remains below 90% for more than 15 minutes, an audible alarm sounds.  Power failure  Battery test.  Temperature operating range: 20 to 60°C.			

4.9	Sound level produced: max 50dB(A).			
4.10	Shall have 4 antistatic swivel casters, 2 with brakes and with integrated handle allows for easy moving and positioning.			
II	Flow Splitter for Oxygen Concentrator			
4.12	Five way split of oxygen flow provided by an oxygen concentrator.	11,1	,	
4.13	Each flow can be adjusted individually via its flow meter, range: 0.125 to 2l/min	11//	///	
4.14	The output nozzle can either be fit with tubing or left blank.			
4.15	Input pressure: approx. 50 to 350kPa.			
4.16	Flow splitter allows precise distribution of the oxygen output of a concentrator towards 2, 3, 4 or 5 patients, i.e. neonates and infants.			
5	Accessories, spares and consumables			
5.1	Accessories:  2 x Adult cannula, with 2m tubing.  4 x Infant/Paediatric cannula, with 2m tubing.  4 x New-born cannula, with 2m tubing.  3 x Connector for above.  4 x Humidifiers.  4 x 50' tubing.  4 x tubing adapter kit.  6 x Spare coarse filters.  3 x Spare pre-filters.  3 x Spare inlet-filters.  8 baratpur 3 x Spare bacterial-filters.  8 kshetrapur Chitwan PO.Box 11 (Bhp) 3 (FORWARD)			
1/0	(FORWARD) AND			

5.2	All standard			
	accessories/consumables/parts required			
	for the proper operation of the above item			
	shall be included in the offer. Bidders shall			
	specify, in a separate Excel worksheet, the			
	quantity and details of any items included			
	in this offer which have not been specified			
	in this Technical Specifications Form.			
6	Operating Environment		. /	
6.1	The product offered shall be designed to	(I) [ ]	////	
	be stored and to operate normally under	7/	"	
	the conditions of the purchaser's country.	_	1//	
	The conditions include Climate,		<b>X</b> '//	
	Temperature, Humidity, etc.			
6.2	Power supply: 220-240VAC, 50Hz fitted			
	with appropriate plug. The power cable			
	must be minimum 3 metres long.			
	Power consumption, approx.: 500 W.			
7	Standards and Safety Requirements			
7.1	Must submit ISO13485:2003/AC:2007 for			
	Medical Devices <b>AND</b>			
7.2	European CE (93/42 EEC Directives) or			
	USFDA approved product certificate.			
8	User Training			
8.1	Must provide user training.			
9	Warranty			
9.1	Comprehensive warranty for 2years after			
	acceptance.			
10	Maintenance Service During Warranty			
	Period			
10.1	During warranty period supplier must			
	ensure corrective/breakdown maintenance			
	whenever required.			
11	Installation and Commissioning			
	The transfer of the state of th			

11.1	The supplier must accomplish proper installation and commissioning of equipment onsite.			
12	Documentation			
12.1	User (Operating) manual in English.			
12.2	Service (Technical / Maintenance) manual in English.	1.1.1		
12.3	List of important spare parts and accessories with their part number and costing.	11//		
12.4	Certificate of calibration and inspection from factory.		<b>X</b> (/)	

#### **Annex 6:** Full PPE Set (Single use)

#### Item No. 1 Bouffant Cap

Name of Manufacturer	
Country of Origin	NEPAL MADE
Item type	Bouffant cap
Purpose	Protection from dirt
Item description	Single use disposable stretchable
Material used	Made of strong, light weight and breathable spun bonded polypropylene (SPP) fabric
Requirements	Dimensions Relaxed 8" and stretched 21" for small and relaxed 8.5" and 24" in stretched condition
Color	Blue/white
Compliance/ certification required	CE or USFDA

Item No. 2: Particulate filtering face piece respirator (N-95 or equivalent)

Name of Manufacturer	VIMO	
The of The transfer of the state of the stat	10.	

Country of Origin	
Item name	Particulate-filtering face piece respirator (N-95 or equivalent)
Purpose	Protection of mouth from pathogenic microbes
Туре	Face piece respirator
Purpose	Protection from the Corona virus while in contact with COVID 19 cases
Requirements	Should have performance equivalent to filter performance at least ≥95%, flow rate 85 to 95L/min Good breathability with design that does not collapse against the mouth (e.g. duckbill, cup shaped)
Equivalent standards	N95/KN95/FFP2
Compliance/certification required	At least WHO COVID specification for face respirator and/CE/USFDA requirements

Item No. 3: Medical/surgical mask

Name of Manufacturer	
Country of Origin	
Item	Medical/surgical mask
Purpose	Protection from bio hazard
	Medical/surgical mask, high fluid resistance, good breathability, internal and external faces should be clearly identified, structured design that does not collapse against the mouth (e.g. duckbill, cup shaped) Fluid resistance at minimum 120 mmHg pressure.
Filtration efficiency	ASTM F2101, EN14683 annex B, or equivalent
Breathability	MIL-M-36945C, EN 14683 annex C, or equivalent
Compliance/certification required	EN 14683 Type IIR performance ASTM F2100 level 2 or level 3 or equivalent; based on ASTM F1862-07, ISO 22609, or equivalent

#### Item No. 4: Face shields/visor

Item No. 4: Face shields/visor	Bharatpur-2 Kshetrapur, Chitwan B PO.Box 11 (Bhp) 57 1997 (FORWARD)
Name of Manufacturer	Thurst # Mandad
Country of Origin	

Item name	Face shields/visor
Purpose	Protection of face including eye from microbial contamination
Material	Made of clear plastic and provides good visibility to both the wearer and the patient,
Requirements	Adjustable band to attach firmly around the head and fit snuggly against the forehead, Fog resistant (preferable), Completely cover the sides and length of the face, May be re-usable (made of robust material which can be cleaned and disinfected) or disposable.
Compliance/certification required	EU standard directive 86/686/EEC, EN 166/2002, ANSI/ISEA Z87.1-2010, or equivalent

#### Item No. 5: Goggles (disposable)

Name of Manufacturer	
Country of Origin	
Item name	Safety Goggles
Purpose	Use for biohazard (Virus) protection
Requirements	Good seal with the skin of the face, Flexible PVC frame to easily fit with all face contours with even pressure, Enclose eyes and the surrounding areas, Accommodate wearers with prescription glasses, Clear plastic lens with fog and scratch resistant treatments, Adjustable band to secure firmly so as not to become loose during clinical activity, Indirect venting to avoid fogging,
Туре	Disposable
Compliance/certification required	EU standard directive 86/686/EEC, EN 166/2002, ANSI/ISEA Z87.1-2010, or equivalent

# Item No. 6: Nitrile Gloves (Non-sterile) (FORWARD)

Name of Manufacturer	* 1100
Country of Origin	
Item name	Gloves, non-sterile

Purpose	Protection of hand from microbial contamination
Description	Comfortable, super soft flexible powder free nitrile gloves provide added safety applications.
Requirements	Designed with special nitrile formulation and fit like latex and allow full range of motion and excellent flexibility to minimize stress and fatigue.  powder-free,  Cuff length preferably reach mid-forearm (e.g. minimum 280mm total length.  Should not contain natural rubber latex
Size	Different size
Compliance/certification required	EU standard directive 93/42/EEC Class I, EN 455, EU standard directive 89/686/EEC Category III, EN 374 ANSI/ISEA 105-2011, ASTM D6319-10 or equivalent

#### Item No. 7: Biohazard bag

Name of Manufacturer	
Country of Origin	
Item name	Biohazard bag
Purpose	Personnel protection from biohazard
Requirements	Disposal bag for bio-hazardous waste, 30x50cm, with "Biohazard" print, autoclavable polypropylene. Not less than micron thickness
Basic unit	One
Packing	Not more than 50 units per cartoon

#### Item No. 8: Gown Level IV

Name of Manufacturer	
Country of Origin	
Item name	Gown for COVID
Purpose	Virus protection barrier
Туре	Blood borne pathogens penetration resistant:

Descriptions	Single use, fluid resistant, disposable, length mid-calf to cover the top of the boots, thumb/finger loops or elastic cuff to anchor sleeves in place.
Requirements	To be used in high risk situations which prevents all fluid penetration at least for up to 1 hour  Must have tested the barrier level barrier level performance
Color	Preferably light
Compliance/certification required	AAMI PB70 level 4 performance, or (EN 14126-B) and partial body protection (EN 13034 or EN 14605), or equivalent

Item No. 9: Shoe cover -Long Adult size upto knee level with elastic Item No 10: 2 pairs of surgical gloves 6 and 7 numbers

Bharatpur-2