



Invitation for Electronic Bids  
Government of Nepal

Ministry of Communication and Information Technology  
National Information Technology Center  
Singhadurbar, Kathmandu, Nepal

**Supply and Delivery of Support and Subscription License of Enterprise Email**

IFB No.: NITC/G/NCB-01/080-81

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1. The National Information Technology Center, Singhadurbar, Kathmandu has annual program towards the cost of Procurement of Supply and Delivery of Support and Subscription License of Enterprise Email and intends to apply part of the funds to cover eligible payments under the Contract. Bidding is open to all eligible Bidders from all countries
2. The National Information Technology Center, Singhadurbar, Kathmandu invites electronic bids from eligible bidders for the Procurement of Supply and Delivery of Support and Subscription License of Enterprise Email under National Competitive bidding- Single Stage Two Envelope procedures specified in Public Procurement Act and Regulations.
3. Under the Single Stage, Two Envelope Procedure, Bidders are required to submit simultaneously two separate sealed envelopes, one containing (i) the Technical Bid and the other (ii) the Price Bid, both in turn enclosed in one sealed envelope as per the provision of ITB 23 of the Bidding Document.
4. Eligible Bidders may obtain further information and inspect the bidding documents at the office of National Information Technology Center, (NITC) Singhadurbar, Kathmandu, Nepal Email: [info@nitc.gov.np](mailto:info@nitc.gov.np), Tel: +977-01- 4211917 or may visit e-GP system: [www.bolpatra.gov.np/egp](http://www.bolpatra.gov.np/egp).
5. Bidding documents is available online and can be downloaded from e-GP system: [www.bolpatra.gov.np/egp](http://www.bolpatra.gov.np/egp). Interested bidders shall register in the e-GP system and deposit the cost of bidding document amounting NRs. 5,000.00 (Five Thousand Only) in the following bank.  
Name of the Bank: Rastriya Banijya Bank Limited, Singhadurbar Kathmandu  
Name of the Office: National Information Technology Center, Singhadurbar, Kathmandu  
Office Code No.: 358003503  
Office Account No.: 1000100200010000  
Revenue Head No.: 14229
6. Pre-bid meeting shall be held at National Information Technology Center, Singhadurbar, Kathmandu on Paush 18, 2080 (January 03, 2024) at 11:00 AM.
7. Interested Bidders shall submit the electronic Bids through [www.bolpatra.gov.np/egp](http://www.bolpatra.gov.np/egp) to the above office of National Information Technology Center, Singhadurbar, Kathmandu, Nepal on or before 12:00 Noon on Paush 29, 2080 (January 14, 2024)
8. Bids shall be opened in presence of Bidders' representatives who choose to attend on 13:00 hours on Paush 29, 2080 (January 14, 2024) at the office of National Information Technology Center, Singhadurbar, Kathmandu, Nepal. Bids must be valid for a period of 90 days counting from the day of bid opening and must be accompanied by bid security, amounting to a minimum NRs. 10,00,000.00 (Ten Lakhs Only), which shall be valid for minimum 30 days beyond the bid validity period. If the last date of submission and opening falls on a government holiday, then the next working day shall be considered the last day. In such a case the bid validity and bid security validity shall be recognized with effect from the original bid submission deadline.