Government of Nepal

Ministry of Youth, Labour and Employment

Department of Foreign Employment

Tahachal, Kathmandu

Invitation for Bids

Date of publication: 2026/8/17 (2083/05/01 BS.)
Invitation for Bids No: **DOFE-2083/84-4**

1. ***Department of Foreign Employmet*** has ***allocated funds*** from ***GoN*** towards the cost of ***stationery and office supplies*** and intends to apply part of the funds to cover eligible payments under the Contract for ***DOFE***. Bidding is open to all eligible Bidders from Nepal.

2. The ***Department of Foreign Employmet*** invites ***electronic*** bids from eligible bidders for the procurement of ***stationery and office supplies*** under National competitive bidding – Single Stage Single Envelope procedures**.**

3. Eligible Bidders may obtain further information and inspect the bidding documents at the office of ***Department of Foreign Employment, Tahachal, Kathmandu, Tel:*** *01-5909665***,** 01-4792648 ***and email: info@dofe.gov.np*** or may visit PPMO egp system www.bolpatra.gov.np/egp.

4. Eligible bidders may download the bidding documents for to submit their bid electronically from PPMO's e-GP system (www.bolpatra.gov.np/egp) at no cost.

5. Electronic bids must be submitted through PPMO's e-GP system www.bolpatra.gov.np/egp before ***12:00 PM*** on ***2026/09/07***. Bids received after this deadline will be rejected.

6. The bids will be opened in the presence of Bidders' representatives who choose to attend at ***1:00PM*** on ***2026/09/07*** at the office of ***Department of Foreign Employmet, Tahachal, Kathmandu***. Bids must be valid for a period of ***90 days*** from the bid submission deadline and must be accompanied by a bid security or scanned copy of the bid security in pdf format in case of e-bid, amounting to a minimum of NPR 90,000/- which shall be valid for 30 days beyond the validity period of the bid (i.e 2027/01/05). If the Bidder wishes to submit the Bid Security in the form of cash, the cash should be deposited in Deposit Account No.: *1201200001002524 Office Code: 2737105 (371023501) Account Name: Department of Foreign Employment* at *NEPAL RASTRA BANK, Thapathali, Kathmandu* and submit the receipt of the deposited amount of cash along with the bid.

7. If the last date of purchasing and /or submission falls on a public holiday[1] applicable to purchaser, then the next working day shall be considered as the last date. In such case the validity period of the **bid and** bid security shall remain the same as specified for the original last date of bid submission.

[1] In case of electronic bid invitation, purchaser shall extend the deadline as required in the e-GP system.