Government of Nepal

Master General of Ordnance (Provision)

Nepali Army Headquarters, Bhadrakali, Kathmandu, Nepal

NOTICE FOR ENLISTMENT

(Date of Publication **11 March, 2019**)

1. The Master General of Ordnance (Provision), Nepali Army Headquarters, invites a sealed formal application from reputa manufacturers or their authorized supplier for the enlistment of their companies to supply parachute & accessories for the Nepa Army in the year 2018/19 (Fiscal Year 2075/76 B.S.).
2. Applicants must submit their application along with all the required documents (properly filed) to the Office of Master General Ordnance (Provision), Nepali Army Headquarters, and register their details on or before 1200 hours of 10 April, 2019. If the last da of submission of application falls on a government holiday, the following working day shall be considered the last day. Ar applications received after the deadline will not be entertained.
3. Applicants are requested to put following details on the envelope enclosing necessary documents;
   (a) Name of the applicant in **BLOCK LETTERS** (Manufacturer, Supplier and Local Agent where nominated).
   (b) Master General of Ordnance (Provision), Nepali Army Headquarters, Bhadrakali, Kathmandu.
   (c) Not to be opened before 1300 hours of 10 April, 2019.
4. Applicants applying for more than one group of security items must submit separate applications for each group.
5. The application must include the following documents/information;
   (a) Official document including detail address of the **Manufacturer**, their **Authorized Distributor/Supplier** and the **Local Agen** (where nominated). Telephone numbers, fax and e-mail addresses are mandatory. Please mention official website of th manufacturer and/or supplier company.
   (b) Original copy of **Power of Attorney/Authorization Letter** (Where manufacturer should nominate a distributor/supplier).
   (c) Original copy of **Letter of Acceptance by the Supplier** (Where distributor/supplier is nominated by the manufacturer).
   (d) **Certificate/Memorandum of Incorporation of the Manufacturer.**
   (e) **Official document issued by the Government of the Manufacturer** entailing that the company is the authorized manufacture of the items including permission to supply manufactured items to the Nepali Army when the latter presents an end use certificate, when required.
   (f) **Original Catalogues/Brochures** clearly revealing the proper specification of the items as specified in the groups o security items.
   (g) **ISO Certificate** of the manufacturer (In case of State-owned manufacturer companies, those should present valid certificat from the Government concerning ISO type certificate).
   (h) **Annual Production Capacity** of the manufacturer.
   (i) **Annual Distribution Capacity** of the distributor/supplier.
   (j) **Original Warranty Letter** issued by the manufacturer (where manufacturer itself is not the distributor) indicating that th manufacturer will be liable for the warranty of the items on behalf of the distributor/supplier.
   (k) **Assurance Letter** confirming the supply of items, after sales service, and spare parts for at least next three (3) years by th manufacturer and supplier or as per the requirement of the purchaser.
   (l) Original **Letter of Acceptance by Supplier** (where distributor/supplier is nominated by the manufacturer) that the Letter o Credit shall be the mode of payment during the procurement process and the currency of Letter Credit shall be as per the rule and regulations of the Nepal Rastra Bank. Where supplier/distributor is not nominated, the manufacturer will submit such lette of acceptance.
   (m) Original **Letter of Acceptance by Supplier** (where distributor/supplier is nominated by the manufacturer) that the Letter o Credit shall be opened in supplier's favor in the country of supplier from where the application for enlistment is submitted Where supplier/distributor is not nominated, the manufacturer will submit such letter of acceptance.
   (n) Local Agent, (where nominated) must include the following documents;
      (1) Original copy of **Power of Attorney/Authorization Letter** by Manufacturer/Supplier to Local Agent.
      (2) Original copy of **Acceptance Letter** issued by Local Agent.
      (3) Notarized copy of **Firm/Company Registration Certificate**.
      (4) Notarized copy of **Nepali Citizenship Certificate**.
      (5) Notarized copy of **VAT/PAN Registration Certificate**.
      (6) Notarized copy of **Business Registration License** to include the particular items.
      (7) **Tax Clearance Certificate**.
      (8) **Declaration Letter** by Local Agent.
      (9) Other relevant Documents (If any).
   (o) In case of proprietary items following details are to be mentioned;
      (1) **Official Invoice of the Manufacturer** (FOB Price of the Items).
      (2) **Official Invoice of the Supplier** (CIP Kathmandu Price).
      (3) **Official document issued by the government of the Country** of the Manufacturer and Distributor/Supplier that the items are not prohibited to export into Nepal.
6. The applicant has to authorize only one **Local Agent** to supply the security items to the Nepali Army.
7. In case the enclosed documents are written/printed in language other than English, the documents must be supplemented by its translation in English (Notarized and attested by authorized officials).
8. The applicant will be considered disqualified for enlistment, if the nominated Local Agent is found to be blacklisted in accordance with the Public Procurement Act, 2063 B.S. and Public Procurement Regulation, 2064 B.S. of the Government of Nepal.
9. Registered applications will be evaluated by the Evaluation Committee on the basis of the enclosed documents. Those companies unable to supply goods on time after the contract, blacklisted company, company unable to supply goods as per the specification in past will not be selected during the enlisted process. After the evaluation, the eligible companies will be enlisted for the supply of the parachute & accessories and will be notified accordingly.
10. The enlistment procedure will be in accordance with the Public Procurement Act 2063 B.S., Public Procurement Regulation 2064 B.S., and Security, Strategic or Defense Material Supply Procedure, 2064 B.S.
11. This notice can also be obtained and downloaded from the official website of Nepali Army www.nepalarmy.mil.np and the official website of Public Procurement Monitoring Office www.ppmo.gov.np.
12. Further details can be obtained from the Office of the MGO (Provision), Nepali Army Headquarters, Bhadrakali, Kathmandu within office hours.
    - Contact No. +977-1-4244059