



...तपाईंको आफ्नो बैंक

नेपाल राष्ट्र बैंकबाट 'क' वर्गको इजाजत प्राप्त संस्था

Rastriya Banijya Bank Ltd. (RBBL)
Central Office, General Service Department
Singhadurbarplaza, Kathmandu
Ph.01-5721220, Ext. no. 2440,2411

Invitation for Bids

Date of publication: 2083/04/28

Invitation for Bids No: RBBL/GSD/G/NCB/S/01/083/84

1. **Rastriya Banijya Bank Ltd.** has **allocated its funds** from towards the cost of Procurement of Various Stationeries Items and intends to apply part of the funds to cover eligible payments under the Contract for **Procurement of Various Stationeries Items, IFB No. RBBL/GSD/G/NCB/01/083/84**. Bidding is open to all eligible Bidders from all countries as defined in ITB Clause 4 (Eligible Bidders)..
2. The Rastriya Banijya Bank Ltd. invites **electronic** bids from eligible bidders for the procurement of **Various Stationeries Items** 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 **Rastriya Banijya Bank Limited, Central Office, General Service Department, Singhadurbarplaza, Kathmandu** or may visit PPMO egp system www.bolpatra.gov.np/egp.
4. Bidder must submit their bid electronically only and download the bidding documents for e-submission from PPMO's e-GP system www.bolpatra.gov.np/egp.
5. Pre-bid meeting shall be held at **Rastriya Banijya Bank, Central Office, General Service Department, Kathmandu at 11:00 AM dated Bhadra 8, 2083 (24th August, 2026)**.
6. Electronic bids must be submitted through PPMO's e-GP system www.bolpatra.gov.np/egp on or before **12:00 noon on Bhadra 18, 2083 (3rd September, 2026)**. Bids received after this deadline will be rejected.
7. The bids will be opened in the presence of Bidders' representatives who choose to attend at **12:30 pm, Bhadra 18, 2083 (3rd September, 2026)** at the office of **Rastriya Banijya Bank, Central Office, General Service Department, Singhadurbarplaza, 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, amounting to a **minimum of NRs.2,75,000.00 for Pkg A, NRs 1,45,000.00 for Pkg B, NRs.1,10,000.00 for Pkg C, NRs.4,75,000.00 for Pkg D & NRs.65,000.00 for Pkg E and NRs.10,70,000.00 for ALL Packages** which shall be **valid for minimum 30 days** beyond the bid validity period (**i.e. 120 days from the date of bid opening**).
8. If the last date of purchasing and /or submission falls on a public holiday¹ 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.
9. The name and identification of the contracts (*packages/Lots*)are as follows:

The Procurement of Various Stationeris items
IFB No. RBBL/GSD/G/NCB/S/01/083/84

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

Package	Particulars	Quantity	Unit
A	Cash/Cheque Deposit Voucher	250000	Pad
B	Computer Statement Paper	12000	Ream
C	Office Paper (Photocopy Paper)	12500	Ream
D	MICR Cheque with Counterfoil	15000000	Piece

Package	Particulars	Quantity	Unit
E	Signature Card	360000	Piece
	MICR Cheque Cover	1000000	Piece
	MICR Cheque Requisition Slip	1000000	Piece
	Locker Signature Card	5000	Piece
	Nepali File (with Phitta)	5000	Piece