



Government of Nepal  
Ministry of Energy, Water Resources and Irrigation

## Alternative Energy Promotion Centre

Mid-Baneshwar, Kathmandu, Nepal

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Email: [info@aepc.gov.np](mailto:info@aepc.gov.np) Website: [www.aepc.gov.np](http://www.aepc.gov.np)

### Invitation for Bids

Contract Identification Number: AEPC/GCF/NCB/S/2079/80-01

Date of Notice Publication: 2 May 2023

1. Alternative Energy Promotion Centre (AEPC) is implementing the **Green Climate Fund Readiness and Preparatory Support Programme “Readiness support for enhancing the capacity of NDA and other stakeholders for project pipeline development in Nepal”** and intends to apply a portion of this funds to eligible payments under the contract for which invites bids to procure Goods and Services **“Audio Visual and Design, Printing and Delivery of Materials for GCF related activities”** under National Competitive Bidding – Single Stage Single Envelope procedures.
2. Interested Eligible Bidders may obtain further information and inspect the Bidding Document in English at the office of AEPC, Mid-Baneshwar, Kathmandu, Nepal.
3. Complete set of Bidding Document in English for the task may be purchased from the office of Mid-Baneshwar, Kathmandu, Nepal during office hours on all working days by eligible bidders **2 May 2023** onwards on the submission of a Written Application, copies of Firm/Institution Registration and PAN/VAT Registration certificates and upon payment of a non-refundable fee of **NRs. 3,000.00** to the following account:  
Bank account no: 1090152910900016  
Account Name: AEPC/UNOPS/GCF/RPSP  
Name of Bank: Prabhu Bank Ltd. Branch code: 109  
Branch Name: Putalisadak
4. The Bidding Document shall be available for sale up to office hours till 31 May 2023.
5. Pre-Bid Meeting shall be held at **AEPC, Mid-Baneshwar, Kathmandu at 11:00 A.M. on 18 May 2023.**
6. Interested Bidders are required to submit the Bids to the office of **AEPC, Mid baneshwar, Kathmandu** on or before **12:00 Noon on 1 June 2023.**
7. Submitted bids will be opened in presence of Bidders' representatives who choose to attend on **12:15 P.M. on 1 June 2023** at the office of **AEPC, Mid-Baneshwar, Kathmandu, Nepal.**
8. Bids must be valid for a period of 90 days counting from the date of bid opening and must be accompanied by scanned copy of the bid security in pdf format, amounting to **minimum NRs. 70,000.00**, which shall be valid for minimum 30 days beyond the bid validity period (i.e., Valid up to minimum **28 September, 2023**).
9. If bidder wishes to submit the Bid Security in the form of cash, the cash should be deposited in Account Name: **AEPC/UNOPS/GCF/RPSP**, Bank Account No.: **1090152910900016** at **Prabhu Bank Ltd.** and submit the receipt of the deposited amount of cash along with the Bid.
10. Other details are provided in the Bidding Document.
- 11.