

INVITATION FOR SEALED QUOTATION

NIC ASIA Bank invites sealed quotation from interested Companies/Firms for Procurement of **Greenery and Nursery Management Services at Bank's Premises as specified in table below:**

SN	Scope of Works
1	Outdoor Greenery and Nursery Management services in Bank's property located at Dhapasi, Kathmandu
2	Greenery and nursery management works at Thapathali, Kamaladi and Dhapasi, Kathmandu

Interested Company/Firm can obtain RFQ Document from Bank's General Administration Department at Corporate Office, Kamaladi upon deposit of non-refundable RFQ Document fee of NPR 2,000/- (NPR Two Thousand Only) in the Bank account as specified below:

Bank: NIC ASIA Bank
A/C Name: Miscellaneous Income
A/C No.: 00983655241001

Eligibility Criteria

- The applicants must be registered entity under the applicable Act of Nepal.
- The applicants should have related work experience of any two BFIs/ renowned corporate houses of Nepal.
- The applicants should have annual turnover of at least NPR 5 Million in Latest Financial Year.

Documentation Requirement

- Company/Firm Registration Certificate – Duly Notarized.
- Valid copy of PAN/VAT certificate – Duly Notarized.
- Valid copies of Tax Paid Certificate of latest Fiscal Year - Duly Notarized
- MOA and AOA – Duly Notarized.
- Latest Share Register (Share Lagat) – Duly Notarized.
- Latest Director Register (Sanchalak Lagat) – Duly Notarized.
- Latest Company Update (Company Adhyawodhik). In case of firms, renewal from Department of Commerce/Industry – Duly Notarized
- Appreciation letter/ Reference letter issued by BFIs/ renowned corporate houses of Nepal to back the claim of experience.
- Other required documents as mentioned in RFQ Document.

Sealed RFQ with required documents mentioned above are to be submitted within close of business on 29 March 2026 in the prescribed format. If the last date of submission falls on a public holiday, the next working day shall be considered as the last day. All RFQ documents should be addressed to General Administration Department. Sealed RFQ documents received after the deadline will not be accepted. RFQ opening date shall be notified to all applicants through email.

NIC ASIA Bank reserves the right to accept the offer wholly or partially, annul or modify the RFQ process and reject all proposals without assigning any reasons whatsoever.