



Invitation for Sealed Quotation Securities Board of Nepal

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Invitation for Sealed quotation for the procurement of 115 units of Microsoft 365 Business Basic from eligible bidders for the following.

S. No.	Contract Identification No.	Description of Work	Last date of Bid Submission	Price of Bid Document	Bid Security Amount
1.	Sebon/SQ/04 /82/83	Delivery of Microsoft 365 Business Basic	2082.12.05 (19 March 2026) 12:00 hours	Rs. 1,000.00	Rs. 15,000.00

1. The Securities Board of Nepal invites sealed quotations from registered Suppliers for the Procurement of 115 units of Microsoft 365 Business Basic.
2. Eligible Suppliers may obtain further information and inspect the Sealed quotation Forms at the office of Khumaltar, Lalitpur, 5254057, 5541058, management@sebon.gov.np. OR [may visit PPMO website www.bolpatra.gov.np.]
3. If hard copy is allowed then a complete set of Bidding Documents may be purchased from the office Securities Board of Nepal Khumaltar, Lalitpur by eligible Bidders on the submission of a written application, along with the copy of company/firm registration certificate, and upon payment of a non-refundable fee of NRs.1,000.0 till 19-03-2026 12:00 during office hours.
4. Bidder who chooses to submit their bid electronically may download the bidding documents for e-submission from PPMO's e-GP i.e www.bolpatra.gov.np/egp. Bidders, submitting their bid electronically, should deposit the cost of bidding document in the following account:
 - i. Name of the Bank: Laxmi Sunrise Bank Ltd.
 - ii. Name of Office: Securities Board of Nepal
 - iii. Office Code no :
 - iv. Office Account No. : 01811033214
 - v. Rajaswa (revenue) ShirshakNo :
5. Sealed bids must be submitted to the office Securities Board of Nepal Khumaltar, Lalitpur by hand or through e-GP system i.e www.bolpatra.gov.np/egp on or before 19-03-2026 12:00. 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 19-03-2026 13:00 at the office of Securities Board of Nepal Khumaltar, Lalitpur, Bagmati Province Nepal.
Bids must be valid for a period of 45 days after bid opening and must be accompanied by a bid security amounting to a minimum of Nrs. 15,000, which shall be valid for 30 days beyond the validity period of the bid (i.e. [Refer Clause ITB 20.1]). If bidder wishes to submit the Cash Security, the cash should be deposited in Deposit Account No. [01811033214] at [Laxmi Sunrise Bank Ltd., Lagankhel Branch] and submit the receipt of the deposited amount of cash along with the Sealed Quotation.
7. If the last date of purchasing and/or submission falls on a government holiday, then the next working day shall be considered as the last date. In such case the validity period of the bid security shall remain the same as specified for the original last date of bid submission.
8. The Purchaser reserves the right to accept or reject, wholly or partly any or all the Sealed Quotations without assigning any reason, whatsoever.