NOTICE FOR ENLISTMENT
(First Date of Publication 26th July, 2020)

1. Nepal Police Headquarters, Procurement Directorate invites a sealed formal application from reputed manufacturers or their authorized distributor/Supplier for the enlistment of their companies to supply various security items (As mentioned in Article 3 of the "Security, Strategic and Defense Material Supply (2nd Amendment) Procedure, 2075" required by Nepal Police in the year 2020/21 (Fiscal Year 2077/78 B.S.).

2. Applicants must submit their application properly filled along with all required documents to Nepal Police Headquarters, Procurement Directorate on or before office hours of 24th August, 2020. In-case the last date of submission falls on a government holiday, the following working day shall be considered the last day. Applications received after the deadline will not be accepted.

3. The sealed application shall clearly mention the following details on the cover of envelope.
   (a) Name of the Applicant (Manufacturer, Supplier and Local Agent, where nominated)
   (b) NEPAL POLICE HEADQUARTERS, PROCUREMENT DIRECTORATE, NAXAL KATHMANDU.

4. Applicants, when applying for more than one group of security items must submit separate applications for each group.

5. The application must include the following information and documents.
   (a) **Documents to be submitted by Principal/Distributor**
      i. Manufacturers Authorization detailing all products applied for enlistment.
      ii. Self-Declaration
      iii. Principal Company Catalog with relevant features & Specifications of offered products
      iv. Warranty declaration.
      vi. Annual Distribution capacity of products for which enlistment is sought after.
      vii. Declaration and Acceptance that legally binding contracts and Letter of Credits would be undertaken with principal company at their country of registration.

   (b) **Documents to be submitted by Manufacturer**
      i. Business License
      ii. Government entity documents which describes the list of products in details for which the manufacturer has licensed approval.
      iii. ISO or equivalent Quality Certification (not applicable for Government owned entity)
      iv. Letter stating the manufacturer’s warranty & service liability
      v. Manufacturers Authorization to distributor/principal (if nominated) detailing all products of specific nature produced
      vi. Production Capacity for products for which enlistment is sought after.
      vii. Detailed Catalog of products applied for enlistment.
      viii. Assurance Letter conforming the Supply of items for next three (3) years.

   (c) **Documents to be submitted by Local Agent (If Nominated)**
      ii. Original copy of Acceptance Letter issued by Local Agent.
      iii. Firm/Company Registration Certificate (Notarized).
      v. VAT/PAN Registration Certificate (Notarized).
      vi. Business Registration License to include the particular items
      vii. Agent Registration Certificate as per Nepal Agency Act (Notarized).
      viii. Tax Clearance Certificate (Notarized).
      ix. Declaration Letter by Local Agent.
      x. Other relevant Documents (If any).

   (d) **In case of Proprietary 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 that the items are not prohibited to export into Nepal.
6. It is mandatory to include detail address, telephone numbers, Fax and e-mail address, authorized person's name and designation in all official documents of Manufacturer, Principal Distributor and Local Agent (if nominated).

7. The applicant has to authorize only one Local Agent to supply the security items to the Nepal Police.

8. In case the enclosed documents are written printed in language other than English, the documents must be supplemented by its translation in English.

9. The Applicant will be considered disqualified for enlistment, where their nominated Local Agents are (found) Blacklisted in accordance with the Public Procurement Act. 2063 and Public Procurement Rule. 2064.

10. If the integrity of the applicant is suspected of found indulging in unethical practices, Nepal Police will have the final right to reject such applicant.

11. Nepal Police prior to enlisting may contact the applicant, manufacturer, related government agency or respective embassy to verify the authenticity of documents submitted.

12. Registered applications will be evaluated by the Evaluation Committee on the basis of the enclosed documents only. The Qualified Companies will be enlisted for the Supply of the security items; who will then be eligible for bidding to Supply the security items required for Nepal Police.

13. At the time of the bidding, enlisted applicants can only offer the bid with products from manufacturers, whose manufacturer authorization was submitted during the enlistment application.

14. All Documents as per clause 5 are mandatory, failure to submit documents as mentioned in sub clause (a), (b), and (c) would result in automatic disqualification of the applicant.

15. Details about the list of items that falls under the groups KA and KHA according to the "Security, Strategic and Defense Material Supply (2nd Amendment) Procedure, 2075" can be obtained from this office within office hours.

16. Applicants are informed that only those products would be considered enlistment for which required Manufacturer documents, its authorization in case of distributor, related quality certifications, Product catalog & literature, as well as all other relevant documents are provided.

17. The enlistment procedure will be carried out in accordance with the Security, Strategic and Defense Material Supply (2nd Amendment) Procedure, 2075.

18. This notice can also be obtained and downloaded from the websites: www.nepalpolice.gov.np & www.ppmo.gov.np.

19. Further details can be obtained from Nepal Police Headquarters Procurement Directorate, Naxal, Kathmandu, Phone No: 977-1-4440581, Email: procurement_directorate@nepalpolice.gov.np within office hours.

20. The details of Security items that fall under group ‘KA’ and ‘KHA’ according to the “Security, Strategic and Defense Material Supply (2nd Amendment) Procedure, 2075” are as follows:

<table>
<thead>
<tr>
<th>Group &quot;Ka&quot;</th>
<th>Group &quot;Kha&quot;</th>
</tr>
</thead>
<tbody>
<tr>
<td>All types of weapons, Mortar, Artillery Mortar &amp; Guns, LMG, GPMG, Various</td>
<td>Ammunition and explosive other than Group- A, Night Vision Device, Rubber</td>
</tr>
<tr>
<td>types of Bombs, Rocket Launcher and its Ammunitions, Tank, Airplanes &amp;</td>
<td>Bullet, Pepper Spray, Gas Gun, Tear Gas Shell, Gas Grenade, Jamming Device,</td>
</tr>
<tr>
<td>Helicopter, Armoured Personnel Carrier, Mine Protective Vehicle, Guided</td>
<td>Communication Equipments like HF/VHF/UHF Radio Sets, Antennas &amp; Repeater</td>
</tr>
<tr>
<td>Missile, Telephone Tapping Equipment (Legal Interception System), Unarmed</td>
<td></td>
</tr>
<tr>
<td>Aerial Vehicle, Armoured Fighting Vehicle or similar types of Defense</td>
<td></td>
</tr>
<tr>
<td>and Security items, spare parts and accessories of Airplane and Helicopter</td>
<td></td>
</tr>
</tbody>
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[Signature]

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Government of Nepal
Ministry of Home Affairs
Police Head Quartermes