

# INVITATION OF EXPRESSION OF INTEREST FOR VENDOR LISTING

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Bid Ref No. : SBL/BID/80-81/04

Siddhartha Bank invites Expression of Interest (EOI) from national firms/companies for the enlistment as shortlisted service providers for the outsourcing of following services:

Category	Remarks
1. Security Service	Supply of Security Manpower
2. Support Manpower/Services	Supply of Driver, Messenger, Tea Maid & Cleaner, Electrician, Waiter, Kitchen Support Staff and Telephone Operator

## Minimum Eligibility/Criteria for Security Services:

Criteria	Eligibility	Proof Documents
License of Labor Suppliers (श्रमिक आपूर्तिकर्ताको इजाजतपत्र)	The bidder should have valid Countrywide license for the supply of security manpower	Renewed copy of license
Financial Experience	The bidders should have a minimum total turnover of NPR 50 Million in 2078/79	Tax Clearance Certificates
Work Experience	The bidder should have supplied security services at least from last five years and currently providing continue services to minimum three "A" class commercial Bank	Experience Letter issued by Organizations with relevant information
Social Security Registration	The bidder should be registered under the SSF policy of Government and all labor of the bidders must be enrolled in SSF.	Number of manpower will be tallied with the annual turnover and total deposited amount as Social Security Fund
Blacklisting	Bidder should not be blacklisted/ barred/ disqualified by any regulator/ statutory body/ any government department or financial institution	Self Declaration

## Minimum Eligibility/Criteria for Support Manpower / Services:

Criteria	Eligibility	Proof Documents
License of Labor Suppliers (श्रमिक आपूर्तिकर्ताको इजाजतपत्र)	The bidder should have valid location specific license or Countrywide license with a) Facilitating Service (सहजकारी सेवा) and b) Professional Support Service (ब्यवसाय सहयोग सेवा)	Renewed copy of license
Financial Experience	The bidders should have a minimum total turnover of NPR 20 Million in FY 2078/79.	Tax Clearance Certificates
Work Experience	The bidder should have supplied support manpower/ services at least from last five years and currently providing continuous services to minimum three "A" class commercial Bank	Experience Letter issued by Organizations with relevant information
Social Security Registration	The bidder should be registered under the SSF policy of Government and all labor of the bidders must be enrolled in SSF.	Number of manpower will be tallied with the annual turnover and total deposited amount as Social Security Fund
Blacklisting	Bidder should not be blacklisted/ barred/ disqualified by any regulator/ statutory body/ any government department or financial institution	Self Declaration

## General Terms and Conditions:

Bid Document Fee	: NPR 1,000 per category (Nonrefundable)
Bid Security Amount	: NPR 10,000 per category (Refundable)
Submission Deadline	: 05 September 2023, Within 5 PM
Submission Place	: General Administration Department, Hattisar, Kathmandu

Interested parties can review the minimum eligibility criteria and other details in above QR or visiting the Bank's webpage at <https://www.siddharthabank.com/notice>. Further, the detailed scopes of works, terms and conditions, shortlisting procedures can be found within the EOI document. Interested and eligible parties can obtain the EOI document from the Bank's General Administration Department at Hattisar, Kathmandu upon deposit of bid document fee.

**Note:** The Bank reserves the right to accept/reject any or all proposals with or without assigning any reasons whatsoever.



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