



Request for Quotation (RFQ)

Issued on: **02 July 2019**

Millennium Challenge Account Nepal
on behalf of

The Government of Nepal
funded by

The United States of America
Through
The Millennium Challenge Corporation

For

**Supply and Delivery of Kitchen
appliances (Refrigerator, Dishwasher,
Oven, Induction Stove etc.) for MCA-
Nepal**

Ref No: **MCA-N/PM/SH/014**



MILLENNIUM CHALLENGE ACCOUNT NEPAL (MCA-NEPAL)

Request for Quotation (RFQ) for Supply and Delivery of Kitchen appliances
(Refrigerator, Dishwasher, Oven, Induction Stove etc.) for MCA- Nepal.

Kathmandu, Nepal

02 July 2019

Ref: MCA-N/PM/SH/014

1. The Millennium Challenge Corporation (“MCC”) and the Government of Nepal (“Government” or “GoN”) have entered into a Millennium Challenge Compact for Millennium Challenge Account assistance to help facilitate poverty reduction through economic growth in Nepal on 14 September 2017 (“The Compact”) in the amount of approximately **USD 500 million** (“MCC Funding”). The Government intends to apply parts of the proceeds of the funds to payments for contracts for goods, works and services. MCC is a U.S. government agency focused on assisting countries dedicated to good governance, economic freedom, and investments in people.
2. The Compact includes additional investment from the Government of approximately US\$130 million for a total of US\$630 million. It includes two projects: (i) construction of about 300 kilometers of 400kV electricity transmission lines, three substations, and technical assistance for the power sector; and (ii) technical assistance to improve the road maintenance regime and road maintenance works on about 300 kilometers of the strategic road network. The program would include the procurement of contractors and consultants for design, construction and supervision of electricity lines and substations, road maintenance works, including a variety of technical services, equipment and construction works in different geographic locations within Nepal. These contracts will be competed through open international procurement procedures.
3. Millennium Challenge Account Nepal (MCA-Nepal), an organization of the Government of Nepal that manages the Compact Agreement with funding from the Millennium Challenge Corporation, intends to procure the “Supply and Delivery of Kitchen appliances (Refrigerator, Dishwasher, Oven, Induction Stove etc.) for MCA-Nepal” described in the attached Technical Specifications.
4. You are required to submit a quotation for the goods as stipulated in the annexes to this RFQ. **Prices shall be quoted all-inclusive in Nepalese Rupees (NPR)**. The offered price should include all costs needed to provide the goods in accordance

with the Technical Specification and Conditions of Contract. **No additional cost shall be paid apart from the quoted price for goods stated under this RFQ.** Please note that the address of MCA-Nepal Office is Yak & Yeti Hotel Convention Center (second and third floor), Durbar Marg, Kathmandu.

5. There will be no price negotiations. The quotation shall be valid for sixty (60) days from deadline for submission of quotations stated under clause 21.
6. **Delivery of the Goods:** To be delivered (installed and tested) at MCA-Nepal Office, **Within 15 calendar days** after dual signature of contract (Purchase Order). The supplier must sign the proposal within 2 days of signature of the Contract (Purchase Order) by MCA-Nepal.
7. **Liquidated Damages:** The Supplier agrees that failing to deliver any or all of the Goods or to perform the installations within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Purchase Order, deduct from the Contract Price, as liquidated damages, a sum equivalent to half of percent (0.5%) of the purchase order price for each week of delay in provision of Goods or unperformed Services, until actual delivery or performance, up to a maximum deduction of ten percent (10%) of the purchase order amount. Once the maximum is reached, the Purchaser may consider canceling the Purchase Order. The supplier is bound to provide the amount of liquidated damage, which will be recovered from the suppliers in case of their non-performance.
8. **Payments for the goods:** will be made within thirty (30) days after delivery and acceptance of the goods and receipt of a valid supplier's invoice.
9. You are required to submit quotations **for all items**, otherwise your quotation shall not be considered.
10. **Clarifications:** Any clarifications needed shall be submitted in written not later than **8 July 2019 by 17:00 hours Nepal Time**. MCA-Nepal will consolidate all submitted requests for clarifications and will issue a Q&A document not later than **10 July 2019 by 17:00 hours Nepal time**.
11. **Warranty Period:** Goods to be provided is required to have a warranty as stated under Annex 1. In case the supplier is not able to provide required warranty, the bidder needs to provide justification for no warranty or shorter period of warranty. Please note that this is not a mandatory requirement, but the supplier is expected to fulfill this requirement.
12. You shall submit only one quotation. Your quotation must be typed or written in indelible ink and shall be signed by your authorized representative.
13. Quotations will be evaluated under shopping method in accordance with the procedures set out in the MCC Program Procurement Guidelines which are provided on the MCC website (<https://www.mcc.gov/resources/doc/program->

[procurement-guidelines](#)). The selection process, as described, will also include eligibility checks at the beginning of evaluation to be considered for further evaluation.

14. MCA-Nepal will award the contract to the bidder whose quotation has been determined to be substantially responsive to this Request for Quotation, fulfill the requirements stated in this Request for Quotation and who has offered the lowest evaluated price quotation. A quotation is not substantially responsive if it contains material deviations or reservations to the terms, conditions, requirement of Request for Quotation (RFQ), and specifications in this Request for Quotation, A non-responsive quote shall not be considered for recommendation of award. The Employer will evaluate and compare only the quotations determined to be substantially responsive.
15. Bidders shall submit with their Quotations copies of the following documents:
 - a. Firm/ Company Registration (which shall indicate the country of company/firm registration;
 - b. PAN/VAT/TAX Registration (applicable to Nepalese Firm/Company only)
 - c. Authorization in Support of person signing the Quote such as Power of Attorney or a letter stating that the signatory has authority to sign the Quotation and commit the Contract on behalf of the Bidder.
16. In evaluating the quotations, the Purchaser/MCA-Nepal will adjust for any arithmetical errors as follows:
 - a. where there is a discrepancy between amounts in figures and in words, the amount in words will govern;
 - b. where is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern; and
 - c. If you refuse to accept the correction, your quotation will be rejected
17. Bidders may challenge the results of a procurement only according to the rules established in the Bid Challenge System developed by the MCA-Nepal and approved by MCC. The rules and provisions of the Bid Challenge System are as published on the MCA-NEPAL's website at <https://mcanp.org/procurement/bid-challenge-system/>.
18. Please submit your price quotation signed by an authorized representative via the Dropbox link provided below, with the name of the uploaded file as follows: "**Supply and Delivery of Kitchen appliances (Refrigerator, Dishwasher, Oven, Induction Stove etc.) for MCA- Nepal**".

19. The File request link (Dropbox link) for **submission of quotations**:

<https://www.dropbox.com/request/kDwaMjZbrH98gh2Qc1XF>

Instructions for uploading your submission:

- Click on this link or type this link correctly in a browser.
- Click on **Choose file** (your quotation and all related document and click upload)
- Click on **+Add another file** (, Optional, only if you have more than one file and so on for other files)
- Enter your: **First name, Last name and Email address**
- Click **Upload**

Done

20. Please note that the provided **Dropbox link** will expire on the **deadline for submission** indicated in clause 21 below, consequently no late quotations will be received.

21. Deadline for submission of quotations is **17 July 2019, at 15:00 hours local time in Kathmandu, Nepal (GMT+5:45)**.

22. Quotations will be opened publicly in the presence of supplier and/or their representatives who choose to attend on **17 July 2019, at 15:30 hours local time in Kathmandu, Nepal (GMT+5:45)** at the address **Yak and Yeti Hotel Complex (Second Floor), Convention Center, Durbar Marg, Kathmandu**.

23. MCA-Nepal reserves the right to reject any or all applications or offers without incurring any liability and may waive any defect or informality therein and accept the offer which it deems most advantageous to the institution.

Yours sincerely,
For MCA-Nepal:

Khadga Bahadur Bisht
Executive Director






Annexes:

1. Technical Specifications
2. Quotation Submission Form
3. Submission form of Supplier's Proposed technical Specification
4. Purchase Order Sample

Annex 1

Technical Specifications

Supply and Delivery of Kitchen appliances (Refrigerator, Dishwasher, Oven, Induction Stove etc.) for MCA- Nepal

SN	Item	Description	Unit	Qty	Sample Picture
1	Dishwasher	<ul style="list-style-type: none"> Fully Electronic Energy efficient quick and Clean Dual zone wash Electronic control Cutlery tray Additional top spray arm Salt and rinse indicator Active drying Height Adjustable Product Size not more than 598 x 570 x 818 mm At least 1 year warranty 	No	1	
2	Refrigerator	<ul style="list-style-type: none"> Capacity – at least 405 ltr.net storage Side by side door Digital Sensor Multi Air Flow Less energy consumption Warranty – minimum 5 years 	No	1	
3	Microwave Oven	<ul style="list-style-type: none"> Capacity - 30L Door type- Side Swing Control Type - touch membrane Energy consumption - less Less noise At least 1 year warranty 	No	1	
4	Coffee Maker	<ul style="list-style-type: none"> Capacity- at least 15 cups Permanent Filter - Durable & Reusable Filter Operation system - Digital Smart Clean Indicator Warranty: at least 1 year 	No	1	
5	Induction stove	<ul style="list-style-type: none"> 2 Induction Zones Digital Power Display for each zone Touch Controls Residual Heat Indicator Automatic Safety Shut – Off Automatic Pan Detection Power Consumption: Less Warranty: at least 1 year 	No	1	
6	Toaster	<ul style="list-style-type: none"> Two slice -toaster Cool Touch Body Crumb Tray for easy cleaning Electronic controls for reheat, defrost and cancel functions Warranty: at least 1 year 	No	1	

7	Water dispenser	Function with <ul style="list-style-type: none"> • Hot Water • Cold Water • Mild cold water • Warranty: at least 1 year 	Nos	2	
8	Electric Air Pot	<ul style="list-style-type: none"> • 5 ltr. With one-year warranty 	Nos	3	
9	Induction cookware	Heavy Gauge non-stick induction base cookware with stainless or glass lid <ol style="list-style-type: none"> 1. Fry Pan – medium size -1 Unit 2. Kadai – medium size – 1 Unit 3. Egg pan – medium size – 1 Unit 4. 5 ltr casserole - medium size – 1 Unit 5. Sotay nonstick fry pan – big size – 1 Unit 	Set	1	

Annex 2 Quotation Submission Form

Supply and Delivery of Kitchen appliances (Refrigerator, Dishwasher, Oven, Induction Stove etc.) for MCA- Nepal

Vendor: _____

Date: _____

S.N.	Description of Goods/Services	Unit	Qty	Rate in Nepalese Rupees (NPR)		Amount - In Figure (NPR)
				In Figure	in words	
1	Dishwasher	No	1			
2	Refrigerator	No	1			
3	Microwave Oven	No	1			
4	Coffee Maker	No	1			
5	Induction stove	No	1			
6	Toaster	No	1			
7	Water dispenser	No	2			
8	Electric Air Pot	No	3			
9	Induction cookware (Fry Pan, medium size -1 No; Kadai, medium size -1 No; Egg pan, medium size -1 No; 5 ltr casserole, medium size - 2 Nos; Sotay nonstick fry pan, big size - 1 No	Set	1			
						TOTAL
						VAT @ 13%
						GRAND TOTAL

Our grand total includes all cost needed to provide the goods and services as per the requirement in the Request for Quotation, including delivery installation and testing of the goods at MCA-Nepal office within **15 calendar days** after signing the contract.

We confirm that we have no conflict of Interest as per Millennium Challenge Corporation Program Procurement Guidelines (<https://www.mcc.gov/resources/doc/program-procurement-guidelines>).

Our Quotation is valid for 60 days from the date of Submission.

We are attaching herewith the documentary proof in support as authorization for the person signing the quotation (Attach Letter of Authorization Accordingly).

Name of the Firm: _____

Name of the Person Authorized to Sign the Quotation: _____

Position of the signatory in Organization: _____

Signature of the Authorized Person: _____

Date: _____

Physical Address: _____

Email id:

Annex 3

Submission Form of Supplier's Proposed Technical Specifications

Supply and Delivery of Kitchen appliances (Refrigerator, Dishwasher, Oven, Induction Stove etc.) for MCA- Nepal

S.N.	Description of Goods/Services (Item)	MCA-Nepal's Requirement	Proposed Technical Specification
1	Dishwasher	<ul style="list-style-type: none"> • Fully Electronic • Energy efficient • Capacity at least 14 place settings with 8 programs • Quick and Clean Dual zone wash • Electronic control • Cutlery tray • Additional top spray arm • Salt and rinse indicator • Active drying • Height Adjustable • Product Size not more than 598 x 570 x 818 mm <p>At least 1 year warranty</p>	<p>Brand Name:_____</p> <p>Model:_____</p> <p>Other Description:</p>
2	Refrigerator	<ul style="list-style-type: none"> • Capacity – at least 405 ltr.net storage • Side by side door • Water and Ice dispenser • Digital Sensor • Smart diagnosis system • Multi Air Flow • Less energy consumption • Dimension not more than 912 w. • Warranty – minimum 5 years 	<p>Brand Name:_____</p> <p>Model:_____</p> <p>Other Description</p>

3	Microwave Oven	<ul style="list-style-type: none"> • Capacity - 30L • Door type- Side Swing • Control Type - touch membrane • Energy consumption - less • Less noise • At least 1 year warranty 	Brand Name: _____ Model: _____ Other Description:
4	Coffee Maker	<ul style="list-style-type: none"> • Capacity- at least 15 cups • Permanent Filter - Durable & Reusable Filter • Operation system - Digital • Smart Clean Indicator Warranty: at least 1 year	
5	Induction stove	<ul style="list-style-type: none"> • 2 Induction Zones • Digital Power Display for each zone • Touch Controls • Residual Heat Indicator • Automatic Safety Shut – Off • Automatic Pan Detection • Power Consumption: Less Warranty: at least 1 year	
6	Toaster	<ul style="list-style-type: none"> • Two slice -toaster • Cool Touch Body • Crumb Tray for easy cleaning • Electronic controls for reheat, defrost and cancel functions • Warranty: at least 1 year 	
7	Water dispenser	Function with <ul style="list-style-type: none"> • Hot Water • Cold Water • Mild cold water Warranty: at least 1 year	

8	Electric Air Pot	5 ltr. With one-year warranty	
9	Induction cookware (Fry Pan, medium size -1 No; Kadai, medium size -1 No; Egg pan, medium size -1 No; 5 ltr casserole, medium size - 2 Nos; Sotay nonstick fry pan, big size - 1 No	Heavy Gauge non-stick induction base cookware with stainless or glass lid 6. Fry Pan - medium size 7. Kadai - medium size 8. Egg pan - medium size 9. 5 ltr casserole - medium size Sotay nonstick fry pan - big size	

Annex 4 Sample Purchase Order

PURCHASE ORDER

Procurement Reference		
Project	RFQ No	Contract/PO No
Program Administration	MCA-N/PM/SH/014	MCA-N/PM/SH/014

To: *[Supplier Name], [Address]*

Your quotation reference quotation dated *[Submission date]* is accepted and you are required to supply the goods as detailed below:

SPECIFIC TERMS OF THIS PURCHASE ORDER:

1) You are required to supply the goods as detailed below:

PURCHASE ORDER N°:		Date: XX/July 2019			
Purchaser: Millennium Challenge Account Nepal (MCA-Nepal)		Supply and Delivery of Kitchen appliances (Refrigerator, Dishwasher, Oven, Induction Stove etc.) for MCA- Nepal			
Supplier/Service Provider: <i>[Supplier Name and Address]</i>					
Address: <i>[Supplier Name and Address]</i>		Tel:		Fax:	VAT No:
Email Address:		Cell No:			
Contact Name:					
ORDER					
Item Number	Description	Unit	Quantity	Unit Rate	Total price (NPR)
1	Dishwasher	No	1		
2	Refrigerator	No	1		
3	Microwave Oven	No	1		
4	Coffee Maker	No	1		
5	Induction stove	No	1		
6	Toaster	No	1		
7	Water dispenser	No	2		

8	Electric Air Pot	No	3		
9	Induction cookware (Fry Pan, medium size -1 No; Kadai, medium size -1 No; Egg pan, medium size -1 No; 5 ltr casserole, medium size – 2 Nos; Sotay nonstick fry pan, big size – 1 No	Set	1		
TOTAL AMOUNT WITHOUT VAT					
VAT @ 13%					
TOTAL AMOUNT WITH VAT					

2) **Contract Sum:** *[Insert Amount in words and numbers.]* including VAT

3) Except as may be exempt pursuant to the Compact, MCA-Nepal and all Providers, Covered Providers, Project Partners, contractors (prime contractors and subcontractors), consultants, and other entities and individuals that receive MCC funding directly or indirectly in furtherance of the Compact are exempt from Taxes or will be refunded equal amount of Taxes paid in respect of the MCC funding in accordance with Section 2.8 of the Compact available at: <https://assets.mcc.gov/content/uploads/compact-nepal.pdf>

4) **Warranty:** All goods to be provided shall have a minimum warranty period as **mentioned in the quotation for various items (supply should provide the warranty card from manufacturer).**

5) **Delivery point and Delivery time:** The goods are to be delivered (installed and tested) to MCA-Nepal Office premises in Kathmandu and within **15 calendar days** after dual signature of contract (Purchase Order).

6) **Liquidated Damages:** The Supplier agrees that failing to deliver any or all of the Goods or to perform the installations within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Purchase Order, deduct from the Contract Price, as liquidated damages, a sum equivalent to half of percent (0.5%) of the purchase order price for each week of delay in provision of Goods or unperformed Services, until actual delivery or performance, up to a maximum deduction of ten percent (10%) of the purchase order value. Once the maximum is reached, the Purchaser may consider canceling the Purchase Order. The supplier is bound to provide the amount of liquidated damages, which will be recovered from the supplier in case of their non-performance.

7) **Contract Manager:** For the purpose of management of the contract/purchase order from the purchaser's side, the Contract Manager is:

Sushila Subba

Executive Assistant to ED

Millennium Challenge Account Nepal (MCA-Nepal)

Yak and Yeti Hotel Convention Center,

Durbar Marg,

Kathmandu, Nepal.

Email: sushila.subba@mcanp.org

8) Payment Conditions:

Prices mentioned in this purchase order are all-inclusive in Nepalese Rupees (NPR). The offered price should include all costs needed to provide the goods in accordance with the Terms of Reference and Conditions of Contract. No additional cost shall be paid apart from the quoted price for goods stated under this Purchase order. Please note that the address of MCA-Nepal Office is Yak & Yeti Hotel Convention Center (second floor), Durbar Marg, Kathmandu. Upon acceptance of the goods and service by MCA-Nepal, Purchaser will then be obligated to pay 100% of the amount of the Purchase Order **within thirty (30) calendar days** of completion or satisfactory performance of the contract. The following documentation must be supplied for payments to be made:

- i). Original Invoice;
- ii). A delivery and acceptance note evidencing received of the goods & service; and verified by the contract manager to confirm that that the goods and services delivered are as per the signed purchase order and;
- iii). The Supplier shall produce a written document committing itself to the warranty/guaranty period of **for items as mentioned in the quotation for various items and indicate a fourteen (14) days'** period to rectify defects as and when they are made known by the Purchaser. This written document shall be signed and stamped by the Authorized Representative of the Supplier and shall remain in force for the full period of warranty/guaranty.

- 9) The invoice should include the VAT registration number and the name of the account holder, the account number (IBAN), bank name, bank branch and SWIFT code. The Invoice(s) must be submitted to the following address:

Millennium Challenge Account Nepal (MCA-Nepal)
Yak and Yeti Hotel Complex, Durbar Marg
Kathmandu, Nepal.
Attn: Executive Director
Email: Khadga.Bisht@mcanp.org

10) Bank Details of Supplier:

Name of the Bank:

Branch Address:

Name of the Account:

Account No:

SWIFT Code:

IBAN:

- 11) **Failure to Perform:** The Purchaser may cancel, at any time, this Purchase Order if the Supplier fails to deliver the Goods in strict accordance with the above terms and conditions. The Supplier undertakes that during the Guaranty/warranty period replacement/repair of any defective parts

and equipment will be completed within fourteen days of the date of notification of the defect. Failure to perform in this contract may be the reason for rejection of the quotation/bids in future bidding process.

12) Inspection: The Goods will be inspected at the delivery point by the Contract Manager or his representative. After inspection, if the Contract Manager deems any delivery of the Goods to not be in strict accordance with the above terms and conditions, that non-conformity shall serve as a justifiable ground to cancel this Purchase Order.

13) Start Date: Date of the last signature on the Purchase Order will be the Start Date.

**For Millennium Challenge Account Nepal/
MCA-Nepal:
Name: Khadga Bahadur Bisht**

**For the Supplier: [Supplier name and
address]
Name:**

Signature:
Executive Director
Date:

Signature:
.....
Date:

Witness:

Witness

Name:

Name:

Signature:

Signature:

Date:

Date:

Annex 5

Check List for Submission of the Quotation

1. Completely filled and signed Quotation Submission Form
2. Firm/ Company Registration
3. PAN/VAT/TAX Registration;
4. Authorization in Support of Person signing the Quote such as Power of Attorney or a letter stating that the signatory has authority to sign the Quotation and commit the Contract on behalf of the Bidder.
5. Filled Submission form of Supplier's Proposed technical Speciation identifying clearly the specification of the proposed Goods
6. Bank Details of Bidder (Will be used only for bidder to whom contract will be awarded):
 - Name of the Bank:
 - Branch Address:
 - Name of the Account:
 - Account No:
 - SWIFT Code:
 - IBAN: