



Request for Quotations for Supply, Delivery, and Installation of Air Conditioners for Central and Field Offices

Ref: MCA-N/PM/SH/054

5th August 2022

1. The United States of America, acting through the Millennium Challenge Corporation (“MCC”) and the Government of Nepal (the “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 (the “Compact”) in the amount of approximately **USD 500 million** (“MCC Funding”). The Government, acting through **Millennium Challenge Account-Nepal Development Board** (“MCA Entity” or the “Purchaser”), intends to apply a portion of the MCC Funding to eligible payments under a contract for which this Request For Quotations (“RFQ”) is issued. Any payments made by the MCA Entity under the proposed contract will be subject, in all respects, to the terms and conditions of the Compact and related documents, including restrictions on the use and distribution of MCC Funding. No party other than the Government and the MCA Entity shall derive any rights from the Compact or have any claim to the proceeds of MCC Funding. The Compact and its related documents can be found on the MCC website (www.mcc.gov) and on the website of the MCA Entity at <https://mcanp.org/>.
2. MCA-Nepal now invites Suppliers to submit a quotation for supply, delivery, and installation of air conditioners for Millennium Challenge Account Nepal Development Board (MCA-Nepal) central and field offices including the servicing requirements of air conditioners. Suppliers can submit a quotation for supply of different types of air conditioners as described in Annexes 1 and 2.
3. This invitation is open to all eligible firms and is being issued to solicit qualified Suppliers to be on a standby basis, to provide the required goods/services as and when required upon issuance of specific Task Orders.
4. MCA-Nepal will establish a roster of potential Suppliers who will be awarded an Indefinite Delivery Indefinite Quantity (IDIQ), valid for 5 years which includes a **Base Period of 1 year** with an option to extend the contract for four more years for after sell service requirement (after sell service period to start after expiry of initial warranty of the air conditioner). Upon requirement of servicing of air conditioner beyond warranty, suppliers will be notified to carry out the repair and maintenance works at intended place through issuance of Task Order.
5. These contracts will give MCA-Nepal access to a pool (**maximum 3**) of “pre-qualified” Suppliers from which the intended goods/services can be obtained at short notice and be competitively selected through Task Orders.
6. Bidders shall submit with their Quotations copies of the following documents (administrative requirement):

- a. Firm/ Company Registration certificate (in Similar field)
- b. VAT Registration certificate
- c. Tax Clearance Certificate up to the last Fiscal Year (2078-79)

In case of non-submission of above document/acceptable document, even after requested to submit during clarification shall be reason for rejection of the quote.

7. Qualifications of the Suppliers:

- a. Experience of at least 3 contracts for supply and installation of air conditioners to various firms/organizations (within and outside of Kathmandu Valley) within the last 3 years.
- b. The Bidder shall submit the technical/descriptive brochures of the offered goods demonstrating compliance with the technical specifications in Annex 2.

In case of non-submission of above document, even after requested to submit during clarification shall be reason for rejection of the quote.

8. Quotations will be evaluated under the 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>). MCA-Nepal will select the three (3) lowest responsive bidders based on the total price of a full order for the 3 types of Air Conditioners with corresponding Power Stabilizer delivered and installed in ten (10) different places as shown in Annex 1 Quotations Submission Form (just for evaluation and selection purposes). An Indefinite Delivery Indefinite Quantity (IDIQ) contract to be implemented via task orders will be signed with the 3 lowest responsive bidders; tasks orders will be issued as and when required.
9. A Provisional Sum of NPR 500,000 is allocated to cover the needed servicing, repairs, and maintenance of air conditioners.
10. Scope: The MCA-Nepal intends to enter into an agreement with the air conditioner suppliers for purchasing and installation of air conditioners for various field offices and central office of MCA-Nepal as mentioned in Annex 1 Quotation Submission Form and in Annex 2 Scope of Works, Technical Specification including after sell service.
11. After signing the IDIQ Agreement, MCA-Nepal will issue a Task Order(s) to the specific Supplier based on (i) lowest total prices of all items to be purchased at the time of requirement which will be requested via Task Order and (ii) compliance with required delivery and installation time.
12. Task Orders: After the roster of Suppliers is established, individual Task Orders will be issued for specific goods/services. Instructions to provide these goods/services shall be made by Task Orders issued by MCA-Nepal through its Contract Manager. **There are no minimum or maximum guaranteed number of Task Orders to be issued under any IDIQ.**

13. Payment Conditions:

Upon acceptance of the goods/services received by MCA-Nepal, Purchaser will then be obligated to pay 100% of the amount of the Task Order **within thirty (30) calendar days** of acceptance (completion or satisfactory performance) of task of the contract. The following documentation must be supplied for payments to be made:

- i). Original VAT Invoice;
- ii). Acceptance memo/note of services received (Goods Received Note, if applicable) and verified and approved by the Contract Manager to confirm that that the issued Task Order has been implemented as per the Contract.

- 14. Prospective Suppliers are advised to seek clarifications to this Request for Quotation (RFQ) by email to MCANepalPA@cddid.com by **5:00 PM (Nepal time) on 10 August 2022**. The MCA Entity may not respond to any clarifications submitted after this date and time. All request for clarifications shall be official and in writing.
- 15. Quotation including other required documents (using the Quotation Submission Form in Annex 1) shall be submitted electronically to the email address MCANepalPA@cddid.com CC to neelam.thapa@cddid.com with subject line: **"Quotation for Supply, Delivery and Installation of Air Conditioners"** by **15 August 2022**, at **15:00 hours local Nepal time (GMT+5.45)**. No public opening of proposals is required.
- 16. Please note that late quotations will not be accepted.
- 17. 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

Annex 1 - Quotation Submission Form

Supply, Delivery, and Installation of Air Conditioners for Central and District Offices MCA-N/PM/SH/054

Bidder: _____

The quantities in the below table represent the minimum lot size to be ordered in a single task order. Prices quoted in this Form will fixed for 12 months after contract signing.

| S.N # | Goods/ Services | Unit | Quantity (a) | Unit Price without VAT (in NPR) (b) |
|--|---|----------|-----------------|--|
| A. Supply of various capacity Air Conditioners as per the Technical Specifications in Annex 2 | | | | |
| 1. | 1 ton (12000 BTU) Capacity AC Including a 3 KVA Single Phase Power Stabilizer | nos | 1 | |
| 2. | 1.5 ton (18000 BTU) Capacity AC Including a 3 KVA Single Phase Power Stabilizer | nos | 1 | |
| 3. | 2 ton (24000 BTU) Capacity AC Including a 5 KVA Single Phase Power Stabilizer | nos | 1 | |
| B. Delivery and Installation Charges for Air Conditioners at various places as per the Delivery Schedule in Annex 2 | | | | |
| 4. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at Bhotechaur Bazar, Melamchi Municipality Ward-01, Sindhupalchowk | Per unit | 1 | |
| 5. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at Ichhyakamana Rural Municipality, Ward no 4, Kurintar, Chitwan | Per unit | 1 | |
| 6. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at Byas Municipality, Ward no 3, Damauli, Tanahun | Per unit | 1 | |

| S.N # | Goods/ Services | Unit | Quantity (a) | Unit Price without VAT (in NPR) (b) |
|---|--|----------|-----------------|--|
| 7. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at Belkotgadi Municipality, Warn no-7, Mahadevphat, Nuwakot, | Per unit | 1 | |
| 8. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at Nilkantha Municipality, Ward no 3, Dhading Besi, Dhading | Per unit | 1 | |
| 9. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at Rampur Municipality, Ward no 5, Bhejhad Bazar, Palpa | Per unit | 1 | |
| 10. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at Hetauda Sub Metropolitan City, Ward no 2, Manas Chowk, Hetauda | Per unit | 1 | |
| 11. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at Ramgram Municipality, Ward no 5, Nawalparasi | Per unit | 1 | |
| 12. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer UPS at Lamahi, Dang | Per unit | 1 | |
| 13. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at 2 nd and 3 rd Floor, East Wing, Lal Durbar Convention Centre, Yak and Yeti Complex, Durbar Marg, Kathmandu | Per unit | 1 | |
| C. Provisional Sum to cover the repair and maintenance services for air conditioners | | | | |
| 14. | Provisional Sum for covering maintenance and repair of air conditioners (For after sell service) | Lumpsum | 1 | 500,000.00 |
| a. | Cost of Technician for visiting Kathmandu office i.e. Annex 2, section 5 for S. No. 10 | Per day | 1 | |

| S.N # | Goods/ Services | Unit | Quantity (a) | Unit Price without VAT (in NPR) (b) |
|-------|--|---------|--------------|-------------------------------------|
| b. | Cost of Technician including daily allowance, lodging arrangements at the installation sites of air conditioners as per Delivery Sites in Annex 2, section 5 (except S. No. 10 i.e. Kathmandu) | Per day | 1 | |
| c. | Transportation cost for travelling to different Delivery Sites as in Annex 2, section 5 (except S. No. 10 i.e. Kathmandu) shall be as per actual payment made by the technician during his/her visit to the sites* | NA | NA | NA |
| d. | Cost of Spare parts as per actual expenses which will be reimbursed based on the submission of purchased invoices made by the supplier* | NA | NA | NA |

*Note: Transportation cost associated for technician to travel to and from the Delivery sites (for servicing, repair, and maintenance of air conditioners) and spare parts replacement cost shall be as per actual. The technician shall submit the transportation bills or fare for the reimbursement. Similarly, for the spare parts cost the copy of VAT invoices of its purchases shall be submitted for its reimbursement.

Above quoted rates are exclusive of VAT. VAT will be added in the total amount in the task order. We agree that MCA-Nepal will calculate the total amount based the rate and quantity of items required for each requirement in an individual task order.

MCA-Nepal will deduct appropriate tax at the time of payment.

Note: Payment shall be only after approval of the deliverables and submission of a valid invoice with approval of the deliverables.

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 Deadline.

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 2: Scope of Work, Technical Specifications

Entity: Millennium Challenge Account Nepal (MCA-Nepal)
Required Number: One
Required Service: Supply, Delivery, and Installation of Air Conditioners for Central and District Offices
Division: Program Administration
Report to:
Types: Goods/Services
Duration: 5 years, 1 year Base Period and 4 years Option Period for after sell service

1. Background

MCA-Nepal is in need to procure various types of air conditioners for its Home and field offices. The Following paragraphs detail the scope of work and other requirements in respect to this purchase of air conditioners and related services.

2. Objective

The primary objective covered under this scope of services is to supply, deliver and install air conditioners to offices of MCA-Nepal, both central and field offices.

3. Scope of Services

MCA Nepal field offices are located in eight districts amongst which four offices have rented space and four offices are located within the District Coordination Office (DCC) establishment. Except for Tanahun field office, all other field offices have been refurbished with furniture and fixtures. Beside furniture and fixtures, there is also a requirement for installing air conditioners in field offices. In addition to this, there is also a special request from District Coordination Committee Office, Tanahun to refurbish their meeting halls with air conditioners as they have allocated separate space for MCA Nepal office in DCC Tanahun.

Further, MCA Nepal is planning to expand its office space to include some extra storage space and a meeting space. Upon acquiring the additional space, there is a requirement to install ACs in meeting room and storage space.

MCA-Nepal anticipates to procure about 20 ACs of various capacity (1 ton (12000 BTU) Capacity AC, 1.5 ton (18000 BTU) Capacity AC and 2 ton (24000 BTU) Capacity AC) on Indefinite Delivery and Indefinite Quantity basis. The Supplier shall be requested to supply, deliver, and install the ACs as and when the requirement will come also including the servicing and maintenance needs. The supplier will be issued a Task Order to supply and install the ACs at various locations as and when required.

MCA-Nepal will establish a roster of potential Suppliers who will be awarded an Indefinite Delivery Indefinite Quantity (IDIQ), valid for 5 years which includes a **Base Period of 1 year** with an option to extend the contract for four more years (Option Periods) for after sell service.

A Provisional Sum of NPR 500,000 is allocated to cover the needed servicing, repairs, and maintenance of air conditioners.

4. Technical Specifications:

(i) Air Conditioner - 1.0 Ton (12000 BTU/hr) Capacity:

- Capacity: 1 ton/12000 BTU/hr
- Type: Wall Mount Split AC
- Inverter: Built in Inverter
- Compressor: Copper wound Compressor motor/Copper Condenser coil
- Noise Level: Maximum 45 dB(A)
- Air filtering Unit: Dust Filter, Anti-bacterial
- Standard Power Supply: 220 V, 50Hz
- Remote Control and Accessories
- Function: Auto Cooling and Heating
- Energy: Energy Saving
- Warranty: At least 1-year Full Warranty.

(ii) Air Conditioner – 1.5 Ton (18000 BTU/hr) Capacity

- Capacity: 1.5 ton/18000 BTU/hr
- Type: Wall Mount Split AC
- Inverter: Built in Inverter
- Compressor: Copper wound Compressor motor/Copper Condenser coil
- Noise Level: Maximum 45 dB(A)
- Air filtering Unit: Dust Filter, Anti-bacterial
- Standard Power Supply: 220 V, 50Hz
- Remote Control and Accessories
- Function: Auto Cooling and Heating
- Energy: Energy Saving
- Warranty: At least 1-year Full Warranty

(iii) Air Conditioner – 2 Ton (24000 BTU/hr) Capacity

- Capacity: 2 ton/24000 BTU/hr
- Type: Wall Mount Split AC
- Inverter: Built in Inverter
- Compressor: Copper wound Compressor motor/Copper Condenser coil
- Noise Level: Maximum 45 dB(A)
- Air filtering Unit: Dust Filter, Anti-bacterial
- Standard Power Supply: 220 V, 50Hz
- Remote Control and Accessories
- Function: Auto Cooling and Heating
- Energy: Energy Saving
- Warranty: At least 1-year Full Warranty

(iv) Power/Voltage Stabilizer

- Phase: Single Phase
- Power: 3 kVA

- Input Voltage: 180V ~ 270V or higher range
- Input Frequency: 50 Hz +/- 1
- Output Voltage: 220 V +/- 5%
- Warranty: One Year

(v) Power/Voltage Stabilizer

- Phase: Single Phase
- Power:5 kVA
- Input Voltage: 180V ~ 270V or higher range
- Input Frequency: 50 Hz +/- 1
- Output Voltage: 220 V +/- 5%
- Warranty: One Year

(vi) Installation Schedule

Air conditioners shall be installed adhering to the manufacturer’s installation instructions and safety guidelines. The cost of installation shall be included in the quoted price and no separate costs shall be incurred for carrying out installations’ requirements at various delivery sites. Installation procedures at delivery site includes ducting, power wiring, brackets, or any accessories applicable to make a complete functional installation.

Note:

1. In case of any minor deviation in the technical specifications that does not affect pricing, MCA-Nepal’s judgment will be final.
2. Any brand and model of equipment meeting the above specifications or equivalent configuration are acceptable.

5. Delivery Sites:

| S. No. | Delivery Place for Supply and Installation of Air Conditioners |
|--------|---|
| 1. | Bhotechaur Bazar, Melamchi Municipality Ward-01, Sindhupalchowk |
| 2. | Ichhyakamana Rural Municipality, Ward no 4, Kurintar, Chitwan |
| 3. | Byas Municipality, Ward no 3, Damauli, Tanahun |
| 4. | Belkotgadi Municipality, Warn no-7, Mahadevphat, Nuwakot, |
| 5. | Nilkantha Municipality, Ward no 3, Dhading Besi, Dhading |
| 6. | Rampur Municipality, Ward no 5, Bhejhad Bazar, Palpa |
| 7. | Hetauda Sub Metropolitan City, Ward no 2, Manas Chowk, Hetauda |
| 8. | Ramgram Municipality, Ward no 5, Nawalparasi |
| 9. | Lamahi, Dang |
| 10. | 2nd and 3rd Floor, East Wing. Lal Durbar Convention Centre, Yak and Yeti Complex, Durbarmarg, Kathmandu |

6. Qualification and Evaluation Criteria

- a. Experience of at least 3 contracts for supply and installation of air conditioners to various firms/organizations (within and outside of Kathmandu Valley) within the last 3 years

7. Duration of Service

The assignment is expected to start by September 2022 and the service contract will be awarded for a period of 5 years (1 year Base period and 4 years after sell service period) effective from date of signing of contract. Quoted prices are fixed for 12 months after contract signing.

8. Schedule of Payments

The payment will be made after approval of the corresponding deliverable and submission of a valid invoice.

Annex 3: Checklist for Submission

1. Filled and Signed **Annex 1 - Quotation Submission Form – OFFER**
2. Firm/ Company Registration certificate (in Similar field) (as per clause 6 (a) RFQ)
3. VAT Registration certificate (as per clause 6 (b) RFQ)
4. Tax Clearance Certificate up to the last Fiscal Year (FY) (as per clause 6 (c) RFQ)
5. Experience of at least 3 contracts for supply and installation of air conditioners to various firms/organizations (within and outside of Kathmandu Valley) within the last 3 years (as per clause 7 (a), RFQ)
6. The Bidder shall submit the technical/descriptive brochures of the offered goods demonstrating compliance with the technical specifications in Annex 2.
7. Bank Details of Supplier:

Bank Details of Supplier:

Name of the Bank:

Branch Address:

Name of the Account:

Account No:

Annex 4: Purchase Order/ Contract Form



MILLENNIUM CHALLENGE ACCOUNT NEPAL DEVELOPMENT BOARD (MCA-NEPAL)

INDEFINITE DELIVERY INDEFINITE QUANTITY (IDIQ) CONTRACT

| | | |
|--|---|--------------------|
| Procurement Reference: MCA-N/PM/SH/54 Contract: IDIQ: Supply, Delivery, and Installation of Air Conditioners for Central and District Offices | | |
| Project | Bid/RFQ/RFP No | Contract/PO No |
| Project Management | MCA-N/PM/SH/54 | MCA-N/PM/SH/54 (a) |
| Purchaser: | Millennium Challenge Account Nepal (MCA-Nepal) PAN: 201253803 | |
| Supplier's name, address and contact details: | | |
| VAT/PAN No of Supplier | XXXXXXXXXXXXXXXXXXXXXXXXXX | |

Date: _____

To:
(Supplier),

Your quotation reference MCA-N/PM/SH/054 submitted under the referenced Request for Quotations dated XXXX is hereby accepted. The agreed rates for different types of goods/services are provided under Annex 1 of this contract/purchase order. MCA-Nepal as and when needed, will issue a Task Order for any of the goods/services to be fulfilled at the rates as detailed in this Contract.

Specific Terms of this Purchase Order:

- 1) **Contract Sum:** The total amount for each purchase/service required will be calculated in each task order which will be prepared based on the rates agreed in this contract.
- 2) 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>

- 3) **Completion Period:** The total contract duration is for 5 years (1 year Base Period and 4 years Option Period) effective from the date of contract signing by both parties.
- 4) **Issuance of Task Order:** MCA-Nepal will issue the Task Order(s) to the specific Supplier based on (i) lowest total prices of all items to be purchased at the time of requirement which will be requested via one Task Order and (ii) compliance with required delivery time (Sample task order - Annex 02).
- 5) The Supplier shall respond to MCA-Nepal's requests for goods/services within three (3) days of date on which a Task Order is issued.
- 6) **Task Orders:** Individual Task Orders will be issued for specific purchase/services. Instructions to provide these goods/services shall be made by Task Orders issued by MCA-Nepal through its Contract Manager. There are no minimum or maximum guarantees for any number of Task Orders to be issued under this IDIQ Contract. The Supplier will fulfill the requirements stated under Task Order/s.
- 7) The Supplier will provide the requested goods/services as per the delivery time and delivery place stated in the Task Order.
- 8) Failing to timely provide the requested goods/services after issuance of a Task Order for two times may be a reason for termination of this IDIQ Agreement.
- 9) For the purpose of management of this contract from the purchaser's side, the Contract Manager is:

Name: To be named

Position:

Millennium Challenge Account Nepal (MCA-Nepal)

Yak and Yeti Hotel Convention Center,

Durbar Marg,

Kathmandu, Nepal.

Email:

Point of contact on Behalf of Supplier will be:

Name:

Position:

Firm:

Email:

MCA-Nepal may replace the Contract Manager by sending a written notification to the Supplier, without amending this contract. After signing this Contract, the Supplier should course all communications related to contract implementation through the Contract Manager.

10) Payment Conditions:

Upon acceptance of the goods/services received, MCA-Nepal will then be obligated to pay 100% of the amount of the Task Order within thirty (30) calendar days of acceptance (completion or satisfactory performance) of task of the contract. The following documentation must be supplied for payments to be made:

- (i) Original Invoice;
- (ii) Acceptance memo/note of services received, verified, and approved by the Contract Manager to confirm that that the issued Task Order has been implemented as per the contract.
- (iii) The Supplier may be requested to provide tax clearance certificate of the previous Fiscal Year of invoicing.
- (iv) The Supplier shall comply with any other payment instructions as may be reasonably given by MCA-Nepal.

11) Bank details:

BENEFICIARY NAME & DETAILS:

Bank Name :
Branch :
Bank Address :
Account Name :
Account No :

For Millennium Challenge Account Nepal:

Signature:

Name: **Mr. Khadga Bahadur Bisht**

Date:

Witness:

Signature:

Name:

Date:

For Supplier:

Signature:

Name

Date:

Witness

Signature:

Name:

Date:

Annex 1 of Purchase Order

| Item # | Goods/ Services | Unit | Quantity (a) | Unit Price without VAT (in NPR) (b) |
|---|---|----------|-----------------|---|
| A. Supply of various capacity Air Conditioners as per the Technical Specifications in Annex 2 | | | | |
| 1. | 1 ton (12000 BTU) Capacity AC Including a 3 KVA Single Phase Power Stabilizer | nos | 1 | |
| 2. | 1.5 ton (18000 BTU) Capacity AC Including a 3 KVA Single Phase Power Stabilizer | nos | 1 | |
| 3. | 2 ton (24000 BTU) Capacity AC Including a 5 KVA Single Phase Power Stabilizer | nos | 1 | |
| B. Delivery and Installation Charges for Air Conditioners at various places as per Delivery Schedule Technical Specifications. | | | | |
| 4. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at Bhotechaur Bazar, Melamchi Municipality Ward-01, Sindhupalchowk | Per unit | 1 | |
| 5. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at Ichhyakamana Rural Municipality, Ward no 4, Kurintar, Chitwan | Per unit | 1 | |
| 6. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at Byas Municipality, Ward no 3, Damauli, Tanahun | Per unit | 1 | |
| 7. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at Belkotgadi Municipality, Warn no-7, Mahadevphat, Nuwakot, | Per unit | 1 | |
| 8. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at Nilkantha Municipality, Ward no 3, Dhading Besi, Dhading | Per unit | 1 | |
| 9. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at Rampur Municipality, Ward no 5, Bhejhad Bazar, Palpa | Per unit | 1 | |
| 10. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at Hetauda Sub Metropolitan City, Ward no 2, Manas Chowk, Hetauda | Per unit | 1 | |

| Item # | Goods/ Services | Unit | Quantity (a) | Unit Price without VAT (in NPR) (b) |
|---|--|----------|--------------|-------------------------------------|
| 11. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at Ramgram Municipality, Ward no 5, Nawalparasi | Per unit | 1 | |
| 12. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer UPS at Lamahi, Dang | Per unit | 1 | |
| 13. | Delivery, and Installation of Air Conditioners with all its accessories including Power Stabilizer at 2 nd and 3 rd Floor, East Wing, Lal Durbar Convention Centre, Yak and Yeti Complex, Durbar Marg, Kathmandu | Per unit | 1 | |
| C. Provisional Sum to cover the repair and maintenance services for air conditioners (For after sell service). | | | | |
| 14. | Provisional Sum covering maintenance and repair of air conditioners | Lumpsum | 1 | 500,000.00 |
| a. | Cost of Technician for visiting Kathmandu office i.e. Annex 2, section 5 for S. No. 10 | Per day | 1 | |
| b. | Cost of Technician including daily allowance, lodging arrangements at the installation sites of air conditioners as per Delivery Sites in Annex 2, section 5 (except S. No. 10 i.e. Kathmandu) | Per day | 1 | |
| c. | Transportation cost for travelling to different Delivery Sites as in Annex 2, section 5 (except S. No. 10 i.e. Kathmandu) shall be as per actual payment made by the technician during his visit to the sites* | NA | NA | NA |
| d. | Cost of Spare parts as per actual expenses which will be reimbursed based on the submission of purchased invoices made by the supplier* | NA | NA | NA |

*Note:

Transportation cost associated for technician to travel to and from the Delivery sites (for servicing, repair, and maintenance of air conditioners) and spare parts replacement cost shall be as per actual. The technician shall submit the transportation bills or fare for the reimbursement. Similarly, for the spare parts cost the copy of VAT invoices of its purchases shall be submitted for its reimbursement.

Annex 2 of Purchase Order



MILLENNIUM CHALLENGE ACCOUNT NEPAL DEVELOPMENT BOARD (MCA-NEPAL)

SAMPLE TASK ORDER No: XXX

Date of Task Order:

| | | |
|---------------|---|------------------------|
| IDIQ # | Supply, Delivery, and Installation of Air Conditioners for Central and District Offices Millennium Challenge Account Nepal Development Board (MCA-Nepal) | Contract Ref: |
| | (Please provide the name of Supplier here) | MCA-N/PM/SH/054 |

Please proceed with the provision of supply, delivery and installations of air conditioners as detailed in this Task Order and in accordance with the Conditions of the IDIQ Contract and the instructions given below (use additional pages if needed):

Expected date of completion:

| No | Description | Qty | Unit Rate (NPR) | Total |
|-----------|--------------------|------------|------------------------|--------------|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |
| | | | | |
| | Sub Total | | | |
| | VAT | | | |
| | Total | | | |

Total Task Order Value:

**Nepalese Rupees
(NPR)**

Attachment #1:

Attachment #2 :

Signatures

| | |
|--|--|
| | |
| For MCA-Nepal: Contract Manager/Sector Manager (XXXXXXX) | For Supplier: Contact Person () |

Attachment 1: MCC's Policy – Corrupt and Fraudulent Practices

The MCC's policy on preventing, detecting and remediating Fraud and Corruption may be found at the following link:

<https://www.mcc.gov/resources/doc/policy-fraud-and-corruption>

Attachment 2: MCC's Policy – Annex of General Provisions

The MCC's policy general provisions can be found at the following link:

<https://www.mcc.gov/resources/doc/annex-of-general-provisions>