



## **MILLENNIUM CHALLENGE ACCOUNT NEPAL**

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### **Minutes of Applications Opening Session**

#### **Individual Consultant Services for Social Mobilizer**

**Ref No: MCA-N/ETP/ICS/050**

**Venue: Millennium Challenge Account Nepal, Butwal  
Hall**

**13 December 2024**

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## Opening Remarks:

The Applications opening session was called by the Junior Procurement Specialist with the support of the Procurement and Contracting Specialist from MCA-Nepal. The meeting was held at MCA-Nepal office, Butwal hall. The Procurement Agent Manager has reviewed and approved the opening checklist.

## Attendance:

One official from MCA-Nepal and two officials from the Procurement Agent participated in the Technical Offers/Applications Opening Session as follows:

1. Procurement and Contracting Specialist – MCA-Nepal
2. Junior Procurement Specialist - Procurement Agent
3. Junior Procurement Specialist - Procurement Agent

## Proceedings:

The opening session was not public. The participants were shown that the Applications were received in the Dropbox inbox as per the prescribed instructions in the RFA; thereafter, the submitted applications were opened in the presence of all the members present.

Pertinent details related to the Technical Offers/Applications opening were readout and noted down in the Technical Offers/Applications opening checklists for all the 5 submitted Applications; the Applicant's names and other details are presented in Annex A.

## Closing:

After completion of the opening of the Applications, the session was closed.

### ***Annexes:***

*Annex A: Opening Checklist*

*Annex B: Attendance*

## Annex – A: Opening Checklist



Individual Consultant Services for Social Mobilizer, Ref No: MCA-N/ETP/ICS/050  
Deadline: 13 December 2024 at 2:00 PM local time (GMT+5:45)

### Technical Offer Opening Checklist

Opening Date and time: 13 December 2024, 2:00 PM



#	Name of the Consultant	Section 3 signed Form 1: Letter of Applications	Submission only electronically through provided link as per clause 12 under section 2	Technical form Password Protected or not as per clause 13 under section 2 and if password protected was the password provided?	Describe any "Substitution", "Withdrawal" or "Modification" submitted.	Additional comments
1	Pradip Wosti	Yes	Yes	No	No	
2	Nabaraj Nepal	Yes	Yes	No	No	
3	Sabitri Lamichhane	Yes	Yes	No	No	
4	Sabitri Adhikari	Yes	Yes	No	No	2 file uploaded
5	Gokarna Pudasaini	Yes	Yes	No	No	

## Annex B: Attendance

Individual Consultant Services for Social Mobilizer, Ref No: MCA-N/ETP/ICS/050  
Deadline: 13 December 2024 at 2:00 PM local time (GMT+5:45)

### Attendance of Application Opening

On 13 December 2024, Qualifications opening for the Individual Consultant Services for Social Mobilizer at 2:00 PM local time in Nepal, was held at Butwal Hall, MCA-Nepal office, Yak & Yeti Hotel Complex, Kathmandu, Nepal

SN	Name	Organization	Signature
1	Pushpanjali Dhakal	MCA-N	
2	Binita Poudel	DT- Global	
3	Nabina Mahar	DT- Global	