

SEALED QUOTATION DOCUMENT

Procurement of Goods Sealed Quotation

**Development Of Krishi Connect: A Comprehensive Agricultural Value Chain Platform And
Mobile Application**

Issued by:

Waling Municipality, Office of Municipal Executive

Waling-8, Kataunje, Province No.4, Syangja Waling Syangja

Sealed Quotation Number

SC-3/2079/2080

Issued On

25-04-2023

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Section - I
Invitation for Sealed Quotation

Invitation for Sealed Quotation

Name of the Office: Waling Municipality, Office of Municipal Executive

Address of the Office: Waling-8, Kataunje, Province No.4, Syangja Waling Syangja

Invitation for Sealed Quotation for the procurement of Development Of Krishi Connect: A Comprehensive Agricultural Value Chain Platform And Mobile Application

Sealed Quotation No: SC-3/2079/2080

Date of Publication : 25-04-2023

1. The Waling Municipality, Office of Municipal Executive invites sealed quotations from registered Suppliers for the Development Of Krishi Connect: A Comprehensive Agricultural Value Chain Platform And Mobile Application.
2. Eligible Suppliers may obtain further information and inspect the Sealed quotation Forms at the office of Waling-8, Kataunje, Province No.4, Syangja Waling Syangja , 63440182, , ebid@walingmun.gov.np.
OR
[may visit PPMO website www.bolpatra.gov.np.]
3. If hard copy is allowed then a complete set of Bidding Documents may be purchased from the office Waling Municipality, Office of Municipal Executive Waling-8, Kataunje, Province No.4, Syangja Waling Syangja and the office Waling Municipality, Office of Municipal Executive Waling-8, Kataunje, Province No.4, Syangja Waling Syangja by eligible Bidders on the submission of a written application, along with the copy of company/firm registration certificate, and upon payment of a non-refundable fee of NRs.1000.0 till 10-05-2023 12:00 during office hours.
4. Bidder who chooses to submit their bid electronically may download the bidding documents for e-submission from PPMO's e-GP i.e www.bopatra.gov.np/egp. Bidders, submitting their bid electronically, should deposit the cost of bidding document in the following account
i. Name of the Bank :Nepal Bank Ltd. ii. Name of Office :Waling Municipality, Office of Municipal Executive
iii. Office Code no : iv. Office Account No :08303000001001000001
v. Rajaswa (revenue) Shirshak No :
5. Sealed bids must be submitted to the office Waling Municipality, Office of Municipal Executive Waling-8, Kataunje, Province No.4, Syangja Waling Syangja by hand or through e-GP system i.e www.bopatra.gov.np/egp on or before 10-05-2023 12:00. Bids received after this deadline will be rejected.
6. The bids will be opened in the presence of Bidders' representatives who choose to attend at 10-05-2023 14:00 at the office of Waling Municipality, Office of Municipal Executive Waling-8, Kataunje, Province No.4, Syangja Waling, Syangja Gandaki Province Nepal.
Bids must be valid for a period of 45 days after bid opening and must be accompanied by a bid security amounting to a minimum of 43247 , which shall be valid for 30 days beyond the validity period of the bid (i.e. [Refer Clause ITB 20.1]). If bidder wishes to submit the Cash Security, the cash should be deposited in Deposit Account No.[08303000003000000001] at [Nepal Bank Ltd. , Waling, Syangja] and submit the receipt of the deposited amount of cash along with the Sealed Quotation.
7. If the last date of purchasing and /or submission falls on a government holiday, then the next working day shall be considered as the last date. In such case the validity period of the bid security shall remain the same as specified for the original last date of bid submission
8. The Purchaser reserves the right to accept or reject, wholly or partly any or all the Sealed Quotations without assigning any reason, whatsoever.

Section - II

Instructions to Bidders

Notes on the Instructions to Bidders

This section of the bidding documents should provide the information necessary for Interested Suppliers to prepare responsive bids, in accordance with the requirements of the Purchaser. It should also give information on bid submission, opening and evaluation, and award of Contract. These Instructions to Bidders shall not be part of the Contract and shall cease to have effect once the Contract is signed.

Section II Instructions to Bidder

1. Scope of Works

1.1 The Purchaser stated in the BDS for the procurement of Goods as detailed in attached specifications, drawings and the bill of quantities provided herein. The name of Purchaser, name of project and contract identification number of Contracts are provided in the BDS.
2. Eligible Bidder

2.1 This Invitation for Bids is open to all registered Suppliers with eligibility criteria specified below.

Sl. No.	Criteria Title
1	Up to date Firm/Company Registration Certificate
2	VAT and PAN Registration Certificates
3	Tax Clearance Certificate
4	Other documents as needed

2.2 A bidder declared blacklisted and ineligible by the GoN, Public Procurement Monitoring Office (PPMO) and/or the DP in case of DP funded project, shall be ineligible to bid for a contract during the period of time determined by the GoN, PPMO and/or the DP.
3. One Quotation per Bidder

3.1 Each Bidder shall submit only one quotation, A Bidder who submits more than one quotation shall cause all the quotations with the Bidder's participation to be disqualified.
4. Cost of Bidding

4.1 The Bidder shall bear all costs associated with the preparation and submission of his Quotation and the Purchaser shall in no case be liable for those costs.
5. Site Visit

5.1 The Bidder at his own cost, responsibility and risk may visit the site of the supply, delivery or installation of Goods and acquire all necessary information for preparing the bid and entering into a contract for the procurement of Goods.
6. Content of Quotation Form

6.1 The Quotation Form comprise the documents listed below:
 1. Section I: Invitation for Sealed Quotation (SQ)
 2. Section II: Instructions to Bidders
 3. Section III: Bid Data Sheet
 4. Section IV Quotation Forms and Price Schedule
 5. Section V: Schedule of Requirements
 6. Section VI: General Conditions of Contract (GCC)
 7. Section VII: Special Conditions of Contract
 8. Section VIII: Contract Form
7. Clarification

7.1 A prospective Supplier/Bidder may obtain clarification on the Quotation Form from the the Purchaser on or before 5 days prior to the deadline for submission of Quotation.
8. Language of Quotation

8.1 All documents relating to the Quotation shall be in English or in Nepali.
9. Documents Comprising Quotation

9.1 The Quotation by the Bidder shall comprise the following:
 - a. Quotation Form and Price Schedules
 - b. Bid Security
 - c. Schedule of Requirements
10. Quotation Prices

10.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total price in Nepali Rupees. for all items of the goods to be supplied under the contract.
10.2 All duties, taxes and other levies payable by the Bidder under the contract shall be included in the rates, prices and total Bid Price submitted by the Bidder.
10.3 Price quoted by the Bidder shall remain fixed and valid until completion of the Contract Performance and will not be subject to variation in any account.
11. Quotation Validity

11.1 The Sealed Quotation shall remain valid for the period of 45 days after opening of the quotation. A bid valid for a shorter period shall be rejected by the Purchaser as nonresponsive.

12. Quotation/Bid Security	<p data-bbox="424 62 1536 248">12.1 The Bidder shall furnish as part of its Sealed Quotation, in original form, a bid security as specified in the BDS. In case of e-submission of Quotation, the Bidder shall upload scanned copy of Bid security letter at the time of electronic submission of the Sealed Quotation. The Bidder accepts that the scanned copy of the Bid security shall, for all purposes, be equal to the original. The details of original Bid Security and the scanned copy submitted with e-Sealed Quotation should be the same otherwise the Sealed Quotation shall be non-responsive.</p> <p data-bbox="424 277 1331 306">12.2 The Bid Security shall be, at the Bidder's option, in any of the following forms:</p> <ul style="list-style-type: none"> <li data-bbox="456 311 1485 367">(a) an unconditional bank guarantee from Commercial Bank or Financial Institution eligible to issue Bank Guarantee as per prevailing Law or; <li data-bbox="456 371 1294 400">(b) a cash deposit voucher in the Purchaser's Account as specified in the BDS <p data-bbox="424 405 1536 521">In the case of a bank guarantee, the Bid Security shall be submitted either using the Bid Security Form included in Section III (Bidding Forms) or in another Form acceptable to the Purchaser. The form must include the complete name of the Bidder. The Bid security shall be valid for minimum thirty (30) days beyond the original validity period of the bid</p> <p data-bbox="424 526 1513 642">12.3 Any Sealed Quotation not accompanied by an enforceable and substantially compliant bid security, shall be rejected by the Purchaser as nonresponsive. In case of e-Submission, if the scanned copy of an acceptable Bid Security letter is not uploaded with the electronic Bid then Bid shall be rejected.</p> <p data-bbox="424 647 874 676">12.4 The Bid security shall be forfeited if:</p> <ul style="list-style-type: none"> <li data-bbox="456 680 1449 736">(a) a Bidder requests for withdrawal or modification during the period of Quotation validity specified by the Bidder on the Letter of Bid, after Sealed Quotation submission deadline. <li data-bbox="456 741 1509 770">(b) a Bidder changes the prices or substance of the Sealed Quotation while providing information; <li data-bbox="456 775 1190 804">(c) a Bidder involves in fraud and corruption pursuant to clause 26; <li data-bbox="456 808 1505 949">(d) the successful Bidder fails to: <ul style="list-style-type: none"> <li data-bbox="488 831 1179 860">(i) furnish a performance security in accordance with clause 25; <li data-bbox="488 864 1426 893">(ii) sign the Contract in accordance within the period stipulated in Letter of Award.; or <li data-bbox="488 898 1251 927">(iii) accept the correction of arithmetical errors pursuant to clause 19.1 <li data-bbox="488 931 1505 949">(iv) fails to provide the clarification of its Quotation by the date and time set in the Purchaser's
13. Format and Signing of Quotations	13.1 The Quotation shall be typed or written in indelible ink and shall be signed by an authorized person. Any entries or amendments including alternations, additions or corrections made shall be initialled by the same authorized person.
14. Sealing and Marking of Quotations	<p data-bbox="424 1099 1505 1155">14.1 Bidders may submit their bids by manually or by electronically. When so specified in the BDS. Procedures for submission, sealing and marking are as follows:</p> <p data-bbox="424 1160 1465 1247">Bidders submitting bids by manually. The Bidder shall submit his bid in sealed envelopes. The envelope shall be addressed to the Purchaser as specified in the BDS and shall bear the name and identification number of the Sealed quotation.</p> <p data-bbox="424 1252 1458 1308">14.2 Bidders submitting Bids electronically shall follow the electronic bid submission procedure specified in the BDS</p>
15. Deadline for Submission of Quotations	15.1 Quotations shall be delivered to the Purchaser at the address no later than the time and date specified in the BDS.
16. Late Quotation	16.1 Any Quotation received by the Purchaser after the deadline shall not be accepted and shall be returned unopened to the Bidder upon request.
17. Modification And Withdrawal	17.1 Sealed Quotations once submitted shall not be withdrawn or modified.
18. Bid Opening	<p data-bbox="424 1585 1461 1641">18.1 The Purchaser shall open the Quotations in the presence of the Bidders' representatives who choose to attend at the time and in the place as specified in the BDS</p> <p data-bbox="424 1646 1442 1702">18.2 The Purchaser shall prepare and provide minutes of the opening including the information disclosed to those present.</p>
19. Process to be Confidential	19.1 Information relating to the examination, evaluation and comparison of Quotations and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced. Any efforts by the Bidder to influence the Purchaser in the Quotation evaluation, comparison or contract award decisions may result in rejection of Bidder's quotation.
20. Examination of Quotations	<p data-bbox="424 1921 1437 1977">20.1 Prior to the detailed evaluation of Quotations, the Purchaser shall determine whether each Quotation</p> <ul style="list-style-type: none"> <li data-bbox="456 1982 983 2011">(a) meets the eligibility criteria defined in Clause 2; <li data-bbox="456 2016 1011 2045">(b) has been properly signed by the authorized person; <li data-bbox="456 2049 959 2078">(c) is accompanied by the required securities; and <li data-bbox="456 2083 1251 2112">(d) is substantially responsive to the requirements of the Bidding documents.

21. Evaluation and Comparison of Quotations	<p>21.1 In evaluating the Quotations, the Purchaser shall determine for each Sealed Quotation the evaluated Quotation Price by adjusting any corrections for errors. Quotations shall be checked by the Purchaser for any arithmetic errors. Errors shall be corrected by the Purchaser as follows:</p> <p>(a) only for unit price Contracts, if there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;</p> <p>(b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and</p> <p>(c) If there is a discrepancy between the Quotation price in the Summary of Price Schedule and the Quotation amount in item (c) of the Letter of Quotation, the price in the Summary of Price Schedule will prevail and the Quotation amount in item (c) of the Letter of Quotation will be corrected.</p> <p>(d) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) , (b) and (c) above.</p> <p>21.2 In case of e-submission of bid, upon notification from the Purchaser, the bidder shall also submit the original of documents comprising the Sealed Quotation as per ITB 9 for verification of submitted documents for acceptance of the e-submitted bid. If a Bidder does not provide original of document of its Sealed Quotation by the date and time set in the Purchaser's request for clarification, its bid may be rejected.</p> <p>21.3 If the Bidder that submitted the lowest evaluated bid does not accept the correction of errors, its bid shall be disqualified and its Quotation security shall be forfeited.</p> <p>21.4 In Case, a corruption case is being filed to Court against the Natural Person or Board of Director of the firm/institution /company or any partner of JV, such Natural Person or Board of Director of the firm/institution /company or any partner of JV such bidder's bid shall be excluded from the evaluation, if public entity receives instruction from Government of Nepal.</p>
22. Award of Contract	<p>22.1 The Purchaser shall decide the award of the contract to the Bidder whose Quotation is within the approved estimate and who has offered the lowest evaluated Price within Quotation validity period provided that such Bidder has been determined to be eligible in accordance with the provisions of Clauses 2.</p> <p>22.2 In Case, a corruption case is being filed to Court against the Natural Person or Board of Director of the firm/institution /company or any partner of JV, such Natural Person or Board of Director of the firm/institution /company or any partner of JV such bidder's bid shall be excluded from the evaluation, if public entity receives instruction from Government of Nepal.</p>
23. Purchaser's Right to Accept or Reject	<p>23.1 The Purchaser reserves the right to accept or reject any Quotation or to cancel the bidding process and reject all Quotations, at any time prior to the award of the contract, without assigning any reasons whatsoever and without thereby incurring any liability to the affected Bidder or Bidders.</p>
24. Notification of Award and Signing of Agreement	<p>24.1 The Bidder whose bid is accepted and all other participating bidders shall be notified of the award by the Purchaser.</p> <p>24.2 The notification (hereafter called the "Letter of Acceptance") to the successful Bidder shall state the sum that the Purchaser shall pay the Bidder in the execution and completion of the contract. Within 7 days of receipt of the Letter of Acceptance, the successful Bidder shall deliver the Performance Security pursuant Clause 25 and sign the Agreement.</p> <p>24.3 Inability of the Bidder to make an Agreement within the above stated period shall result in the forfeiture of the Bidder's Quotation Security and , upon which the Contract shall then be awarded to the next successive successful Bidder.</p>
25. Performance Security	<p>25.1 Within seven (7) days of the receipt of Letter of Acceptance from the Purchaser, the successful Bidder shall furnish the performance security as stated below from Commercial Bank or Financial Institution eligible to issue Bank Guarantee as per prevailing Law in accordance with the conditions of Contract using Sample Form for the Performance Security included in Section VIII (Contract Forms), or another form acceptable to the Purchaser.</p> <p>i) If bid price of the bidder selected for acceptance is up to 15 (fifteen) percent below the approved cost estimate, the performance security amount shall be 5 (five) percent of the bid price.</p> <p>ii) For the bid price of the bidder selected for acceptance is more than 15 (fifteen) percent below of the cost estimate, the performance security amount shall be determined as follows:</p> <p>Performance Security Amount =</p> <p>$[(0.85 \times \text{Cost Estimate} - \text{Bid Price}) \times 0.5] + 5\% \text{ of Bid Price.}$</p> <p>The Bid Price and Cost Estimate shall be inclusive of Value Added Tax.</p>

26. Corrupt or Fraudulent Practices
- 26.1 The Purchaser shall reject a bid for award if it determines that the Bidder recommended for award of contract has engaged in corrupt or fraudulent practices in competing for the contract in question.
- 26.2 In Case, a corruption case is being filed to Court against the Natural Person or Board of Director of the firm/institution /company or any partner of JV, such Natural Person or Board of Director of the firm/institution /company or any partner of JV such bidder's bid shall be excluded from the evaluation, if public entity receives instruction from Government of Nepal.
27. Conduct of Bidders
- 27.1 The Bidder shall be responsible to fulfil his obligations as per the requirement of the Contract Agreement, Bidding documents, GoN's Procurement Act and Regulations.
- 27.2 The Bidder shall not carry out or cause to carry out the following acts with an intention to influence the implementation of the procurement process or the procurement agreement :
- give or propose improper inducement directly or indirectly,
 - distortion or misrepresentation of facts
 - engaging or being involved in corrupt or fraudulent practice
 - interference in participation of other prospective bidders.
 - coercion or threatening directly or indirectly to cause harm to the person or the property of any person to be involved in the procurement proceedings,
 - collusive practice among bidders before or after submission of bids for distribution of works among bidders or fixing artificial/uncompetitive bid price with an intention to deprive the Purchaser the benefit of open competitive bid price..
- 27.3 contacting the Purchaser with an intention to influence the Purchaser with regards to the bid or interference of any kind in examination and evaluation of the bids during the period after opening of bids up to the notification of award of contract
28. Blacklisting Bidder
- 28.1 Without prejudice to any other right of the Purchaser under this Contract, GoN, Public Procurement Monitoring Office may blacklist a bidder for his conduct up to three years on the following grounds and seriousness of the act committed by the bidder:
- if it is proved that the bidder committed acts pursuant to the Sub-Clause 27.2,
 - if it is proved later that the bidder/Supplier had committed substantial defect in implementation of the contract or had not substantially fulfilled his obligations under the contract or the completed work is not of the specified quality as per the contract ,
 - if convicted by a court of law in a criminal offence which disqualifies the bidder from participating in the contract.
 - if it is proved that the contract agreement signed by the bidder was based on false or misrepresentation of bidder's qualification information,
 - Inability of the bidder signing the contract agreement, once the letter of acceptance to the successful bidder has been provided by the Purchaser.,
- 28.2 A firm declared blacklisted and ineligible by the GON shall be ineligible to bid for a contract during the period of time determined by the PPMO.
29. Publication of contract award notice
- 29.1 Within three days of contract signing, the Public Entity shall publish a notice on the contract award with following information: in its notice board as well as shall manage to publish the notice on the notice board of District Coordination Committee, District Administration Office, Provincial Treasury and Controller Office and District Treasury and Controller Office, Such notice shall also be posted in its website and PPMO's website.
- Name of the procurement,
 - IFB number,
 - date and name of newspaper published the IFB notice,
 - name of the successful Bidder, and the contract price.
- 29.2 The Purchaser shall promptly respond in writing to any unsuccessful Bidder who, within thirty days from the date of publication of contract award notice in accordance with ITB 29.1, requests in writing the grounds on which its bid was not selected.
30. Provision of PPA and PPR
- 30.1 If any provision of this document are inconsistent with Public Procurement Act (PPA), 2063 or Public Procurement Regulations (PPR), 2064, the provision of this documents shall be void to the extent of such inconsistency and the provision of PPA and PPR shall prevail.

Section III Bid Data Sheet

ITB 1	<p>The scope of Supply is :</p> <p>The number of the Invitation for Sealed Quotation (SQ) is :SC-3/2079/2080The Purchaser is: Waling Municipality, Office of Municipal Executive</p> <p>The Name of the Project is :Development Of Krishi Connect: A Comprehensive Agricultural Value Chain Platform And Mobile Application</p>
ITB 10	<p>The Bidder shall furnish a bid security, from Commercial Bank or Financial Institution eligible to issue Bank Guarantee as per prevailing Law with a minimum of NRs.43247, which shall be valid for 30 days beyond the validity period of the bid.</p>
ITB 10(a)	<p>Cash Deposit Account for Bid Security:</p> <p>Bank Name:Nepal Bank Ltd.</p> <p>Bank Address:Waling, Syangja</p> <p>Account holder's Name:Waling Nagarpalika Dharuti Khata</p> <p>Account Number:08303000003000000001</p>
ITB 15	<p>The deadline for Sealed Quotation submission is:10-05-2023 12:00</p> <p>Address:Waling-8, Kataunje, Province No.4, Syangja Waling Syangja</p>
ITB 18	<p>The Sealed Quotation opening shall take place at :</p> <p>Address :Waling Municipality, Office of Municipal Executive</p> <p>Waling-8, Kataunje, Province No.4, Syangja</p> <p>Waling, Syangja</p> <p>Gandaki Province</p> <p>Nepal</p> <p>Date and Time:10-05-2023 14:00</p> <p>a) e-GP system allows to download the Sealed Quotation response document only after bid opening date and time are met. Simultaneous login of two members of the opening committee is required for bid opening.</p> <p>b)The Purchaser shall conduct the opening of bid at the address on the same date and time as specified in bidding document in the presence of Bidders’ representatives who choose to attend</p>

Section - IV

Sample Forms

1. Quotation and Price Schedules

Date:

To: *[name and address of the Purchaser]*

Gentlemen and/or Ladies:

Having examined the Sealed Quotation (SQ) documents, we the undersigned, offer to supply and deliver *[description of goods and services]* in conformity with the said SQ documents for the sum of *[total SQ amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this SQ.

We undertake, if our SQ is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our SQ is accepted, we will obtain the guarantee of a bank in a sum equivalent to Five (5) percent of the Contract Price for the due performance of the Contract, in the form prescribed by the Purchaser.

We agree to abide by this SQ for a Period of **45** days from the date fixed for SQ opening it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this SQ, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any SQ you may receive.

Dated this _____ day of _____ 20_____.

[signature]

[in the capacity of]

Duly authorized to sign SQ for and on behalf of _____

2. Bidder's Information Form

[The Bidder shall fill in this Form. No alterations to its format shall be permitted and no substitutions shall be accepted. In case of joint venture, each partner shall fill the information in separate form.]

1.	Bidder's Legal Name	
2	Bidder's Address:	
3	Bidder's Country of Registration:	
4	Bidder's Year of Registration:	
5	Bidder's Legal Address in Country of Registration	
6.	Bidder's Authorized Representative Information: Name: Address: Telephone/Fax numbers: Email Address:	
7	Bidder's Telephone/Fax numbers:	
8	Bidder's Email Address:	
	Attached are copies of the following original documents. <input type="checkbox"/> 1. Firm Registration Certificate <input type="checkbox"/> 2. Authorization to represent the firm	

3. Price Schedule for Goods

Name of Bidder _____ Contract Identification Number _____

Item	Description	Country of Origin	Quantity	Unit Price ¹ EXW (in NRs)		Total Price (in NRs) (cols. 4x5)
				In Figure	In Words	
1	2	3	4	5		4x5=6
Total						
VAT						
Grand Total						

Note: Unit price shall include all custom duties and taxes, transportation cost to the final destination and insurance cost.

[If there are more than one lot/slice/package, prepare Price Schedule form for each lot/slice/package]

Name _____

In the capacity of _____

Signed _____

Duly authorized to sign the Sealed Quotation for and on behalf of _____

Date: _____

¹ The price shall include all customs duties and sales and other taxes already paid or payable on the components and raw material used in the manufacture or assembly of the item or the customs duties and sales and other taxes paid on the previously imported item offered ex warehouse, ex showroom, or off-the-shelf. These factors should not be entered separately.

4. Bid Security

Bank's Name, and Address of Issuing Branch or Office

(On Letter head of the Commercial Bank or Financial Institution eligible to issue Bank Guarantee as per prevailing Law)

Beneficiary: name and address of Employer.....

Date:.....

Bid Security No.:

We have been informed that [*insert name of the Bidder*] (hereinafter called "the Bidder") intends to submit its bid (hereinafter called "the Bid") to you for the execution of name of Contract under Invitation for Bids No. ("the IFB").

Furthermore, we understand that, according to your conditions, bids must be supported by a bid guarantee.

At the request of the Bidder, we..... name of Bank.hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of.amount in figures (. amount in words) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

- (a) has withdrawn or modifies its Bid during the period of bid validity specified by the Bidder in the Form of Bid; or
- (b) does not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter "the ITB"); or
- (c) having been notified of the acceptance of its Bid by the Employer during the period of bid validity, (i) fails or refuses to execute the Contract Agreement, or (ii) fails or refuses to furnish the performance security, in accordance with the ITB.
- (d) is involved in fraud and corruption in accordance with the ITB

This guarantee will remain in force up to and including the datenumber.....days after the deadline for submission of Bids as such deadline is stated in the instructions to Bidders or as it may be extended by the Employer, notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this guarantee should reach the Bank not later than the above date.

This Bank guarantee shall not be withdrawn or released merely upon return of the original guarantee by the Bidder unless notified by you for the release of the guarantee.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 758.

Bank's seal and authorized signature(s) . . .

Note:

The bid security of has been counter guaranteed by the Bankon

..... (Applicable for Bid Security of Foreign Banks).

Schedule of Requirement

1. List of Goods and Related Services

1 Research and development services and related consultancy services.			
Procument Item Details			
SL. No	Item Description	Unit of Measurement	Quantity
1	Development of krishi connect : a comprehensive agricultural value chain platform and mobile application	Software Development	1.0

2. Delivery and Completion Schedule

1 Research and development services and related consultancy services.

SL. No	Description of Goods	Final Destination	Earliest Delivery Date	Acceptable Delivery Date	Bidder's offered Delivery date
1	Development of krishi connect : a comprehensive agricultural value chain platform and mobile application	With In Waling Municipality	2023-07-05	2023-07-10	

Technical Specifications

1 Research and development services and related consultancy services.				
Sl. No.	Description of Goods	Particulars	Requirements	Bidder's Offer
1	Development of krishi connect : a comprehensive agricultural value chain platform and mobile application	According to the additional document uploaded	According to the additional document uploaded	

Conditions of Contract

Section VI. General Conditions of Contract

1. Definitions	<p>1.1 In this contract, the following terms shall be interpreted as indicated:</p> <ul style="list-style-type: none">a. "The Contract" means the agreement entered into between the Purchaser and the Supplier, as recorded in the Contract Form Signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein;b. "The Contract Price" means the price payable to the Supplier under the contract for the full and proper performance of its contractual obligation;c. "The Goods" means Equipment and related Accessories and spare-parts or any other materials which the Supplier is required to supply to the Purchaser under the contract;d. "Services" means services ancillary to the supply of the goods such as transportation and insurance including the installation, commissioning and the operational and maintenance training of the supplied equipment.e. "The Purchaser" means the procuring entity purchasing the goods;f. "The Supplier" means the organization supplying the goods and services under this contract.
2. Technical Specification	<p>2.1 The goods supplied under this contract shall confirm to the standards mentioned in the Technical Specification.</p>
3. Patent Right	<p>3.1 The Supplier shall indemnify the Purchaser against all third-party claims of infringement of patent, trademark or industrial design rights arising from use of goods or any part thereof in the Purchaser's country.</p>

4. Performance Security	<p>4.1 Within seven days (7) of receipt of award of contract from the Purchaser, the successful Bidder shall furnish the performance security in the Performance Security Form provided in the Bidding Documents for the due performance of the Contract in the amounts specified in the SCC.</p> <p>4.2 Failure of the successful Supplier to comply with the requirement of Sub - clause 4.1 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Purchaser may make the award to the next lowest Supplier or call for new sealed quotations.</p> <p>4.3 The proceeds of the Performance Security shall be payable to the Purchaser as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.</p> <p>4.4 The validity of Performance Security shall be the sum of delivery period, warranty period from the date of the issue of final acceptance certificate to the Supplier and additional one month.</p> <p>4.5 The performance security shall be released within 28 days of completion of warranty period and upon submission of claim by the Supplier.</p>
5. Inspection and Tests	<p>5.1 The Purchaser or its Representative shall have the right to inspect and/or test the goods to confirm their conformity to the Technical Specification and the quality of performance after the supply and delivery of good to the Purchaser's premises</p> <p>5.2 The Purchaser may reject any Goods or any part thereof that fail to pass any test and/or inspection or do not conform to the specifications. The Supplier shall either rectify or replace such rejected Goods or parts thereof or make alterations necessary to meet the specifications at no cost to the Purchaser.</p>
6. Packing	<p>6.1 The Supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transmit to their final destination as indicated in the contract.</p> <p>6.2 The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage.</p> <p>6.3 The packing, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided in accordance with international standard and practice.</p>
7. Delivery of Goods	<p>7.1 Delivery of the goods shall be made by the Supplier in accordance with the terms specified by the Purchaser in its Schedule of Requirements.</p>
8. Insurance	<p>8.1 The goods supplied under the contract shall be fully insured in the currency of the Sealed Quotation price against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified.</p>

9. Warranty	<p>9.1 The Supplier warrants that all the goods supplied under the contract shall fully comply with the specification laid down in the contract.</p> <p>9.2 Unless otherwise specified in the SCC, the warranty shall remain valid for one year after the goods have been delivered to the final destination indicated in the contract, and accepted by the Purchaser after installation and commissioning of equipment by the Supplier.</p> <p>9.3 The Purchaser shall promptly notify the Supplier in writing of any claims arising under this warranty.</p> <p>9.4 Upon receipt of such notice, the Supplier shall, with all reasonable speed, replace the defective goods without cost to the Purchaser. The Supplier will be entitled to remove, at its own risk and cost, the defective goods.</p>
10. Payment	<p>10.1 Payment shall be made in the Nepalese currency as specified in the SCC</p> <p>10.2 Payment of the goods shall be made after the delivery and installation and commissioning of goods (if applicable) to the satisfaction of the Purchaser.</p>
11. Prices	<p>11.1 Prices charged by the Supplier for goods delivered under the contract shall not vary from the prices quoted by the Supplier in its sealed quotation.</p>
12. Changed Order	<p>12.1 Where the Purchaser desires to make changes in Schedule of Requirement, it shall not exceed more than 15 percent.</p>
13. Liquidated Damages	<p>13.1 If the Supplier fails to deliver any or all of the goods within the time period specified in the contract, the Purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to 0.05 percent of the contract price of delayed goods for each day of delay until actual delivery, up to a maximum deduction of 10 percent of the delayed goods' contract price. Once the maximum is reached, the Purchaser may consider termination of the contract.</p>
14. Resolution of Disputes	<p>14.1 If any dispute or difference of any kind whatsoever shall arise between the Purchaser and the Supplier in connection with or arising out of the Contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.</p> <p>14.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Purchaser or Supplier may give notice to the other party of it's intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.</p> <p>14.2.1 Any dispute or difference in respect of such a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be</p>

	<p>commenced prior to or after delivery of the Goods under the Contract.</p> <p>14.2.2 Arbitration proceedings shall be conducted in accordance with in accordance with the rules of Nepal Council of Arbitration (NEPCA).</p> <p>14.3 Notwithstanding any reference to arbitration herein,</p> <ul style="list-style-type: none"> a. the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and b. the Purchaser shall pay the Supplier any monies due the Supplier.
15. Governing Language	15.1 The Governing Language shall be: Nepali or English
16. Applicable Law	16.1 The applicable law shall be Laws of Nepal.
17. Notices	<p>17.1 Any Notice given by one party to the other pursuant to the Contract shall be in writing to the address specified in the SCC. The term "in writing" means communicated in written form with proof of receipt</p> <p>17.2 A Notice shall be effective when delivered or on the Notice's effective date, whichever is later.</p>
18. Taxes and Duties	18.1 The Supplier shall be entirely responsible for all taxes, duties, licence fees and other such levies imposed by the GON.
19. Operation, Maintenance and Spare-parts Manuals	19.1 The successful Supplier shall supply manufacturer's operation, maintenance and spare-part manuals of the goods (Equipment) as specified in SCC..
20. Conduct of Suppliers	<p>20.1 The Supplier shall be responsible to fulfil his obligations as per the requirement of the Contract Agreement, Quotation documents, GoN's Procurement Act and Regulations.</p> <p>20.2 The Supplier shall not carry out or cause to carryout the following acts with an intention to influence the implementation of the procurement process or the procurement agreement :</p> <ul style="list-style-type: none"> a. give or propose improper inducement directly or indirectly, b. distortion or misrepresentation of facts c. engaging or being involved in corrupt or fraudulent practice d. interference in participation of other prospective bidders. e. coercion or threatening directly or indirectly to impair or harm, any party or the property of the party involved in the procurement proceedings,

	<ul style="list-style-type: none"> f. collusive practice among bidders before or after submission of bids for distribution of works among bidders or fixing artificial/uncompetitive bid price with an intention to deprive the Purchaser the benefit of open competitive bid price.. g. contacting the Purchaser with an intention to influence the Purchaser with regards to the bid or interference of any kind in examination and evaluation of the bids during the period after opening of bids up to the notification of award of contract
21. Blacklisting Supplier	<p>21.1 Without prejudice to any right of the Purchaser under this Contract, the GoN, Public Procurement and Monitoring Office (PPMO) may blacklist a Supplier for his conduct up to three years on the following grounds and seriousness of the act committed by the supplier:</p> <ul style="list-style-type: none"> a. if it is proved that the supplier committed acts pursuant to the Sub - clause 20.2, b. if the supplier fails to sign an agreement pursuant to ITB Clause 24, c. if it is proved later that the supplier had committed substantial defect in implementation of the contract or had not substantially fulfilled his obligations under the contract or the completed work is not of the specified quality as per the contract , d. if convicted by a court of law in a criminal offence which disqualifies the supplier from participating in the contract. <p>21.2 A Supplier declared blacklisted and ineligible by the GON shall be ineligible to bid for a contract during the period of time determined by PPMO and credit information bureau of Nepal.</p>

Section VII - Special Conditions of Contract (SCC)			
This SCC forms part of the Agreement [Note: with the exception of the items for which the Purchaser's requirements have been inserted, the Bidder shall complete the following information before submitting his Sealed Quotation.]			
GCC 1.1.1 (e)	The Purchaser shall be: Waling Municipality, Office of Municipal Executive		
GCC 4.1	<p>The Currency of of the performance Security shall be in Nepalese Rupees.The amount of the performance security shall be as follows:</p> <p>(i) if bid price of the bidder selected for acceptance is up to 15 (fifteen) percent below the approved cost estimate, the performance security amount shall be 5 (five) percent of the bid price.</p> <p>(ii) For the bid price of the bidder selected for acceptance is more than 15 (fifteen) percent below of the cost estimate, the performance security amount shall be determined as follows:</p> <p>(iii) Performance Security Amount =[(0.85 x Cost Estimate – Bid Price) x 0.5] + 5% of Bid Price.</p> <p>The Bid Price and Cost Estimate shall be inclusive of Value Added Tax.</p>		
GCC 9.1	The warranty period shall be : 24		
GCC 10	<p>The terms of payment to be made to the Supplier under the contract shall be as follows: Through accounts division/unit of the Purchaser</p> <p>Payments shall be made in Nepalese Rupees in the following manner:</p> <p>Sample provisions:</p> <p>Advance Payment:[Usually not more than twenty (20)] percent of the contract price shall be paid within thirty (30) days of signing of the contract, and upon submission of request for advance and a bank guarantee from Commercial Bank or Financial Institution eligible to issue Bank Guarantee as per prevailing Law for equivalent amount valid until the goods are delivered and accepted and in the form provided in the Bidding Document.</p> <p>On Delivery and acceptance:[Hundred (100) percent. of the Contract Price of the Goods and related services (installation and commissioning of goods (if applicable)) to the satisfaction of the Purchaser delivered shall be paid within thirty (30) days upon submission of Tax Invoice and claim supported by the acceptance certificate issued by the Purchaser or its authorized person/s. Advance payment shall be deducted and settled in this payment.</p> <p>or</p> <p>On Delivery [Usually eighty (80)] percent. of the Contract Price of the Goods and related services delivered shall be paid within thirty (30) days of receipt of the Goods and upon submission of Tax Invoice.</p> <p>On acceptance: [Usually eighty (20)] percent. of the Contract Price of the Goods and related services (installation and commissioning of goods (if applicable)) to the satisfaction of the Purchaser. delivered shall be paid within thirty (30) days upon submission of Tax Invoice and claim supported by the acceptance certificate issued by the Purchaser or its authorized person/s</p> <p>or</p> <p>On Delivery and acceptance: One Hundred (100)] percent. of the Contract Price of the Goods and related services delivered shall be paid within thirty (30) days of receipt of the Goods and related services (installation and commissioning of goods (if applicable)) to the satisfaction of the Purchaser. and upon submission of Tax Invoice and claim supported by the acceptance certificate issued by the Purchaser or its authorized person/s</p> <p>TDS shall be deducted as per the prevailing rules and regulations.</p> <p>[Delete those not appropriate]</p> <p>Payments shall be made in Nepalese Rupees in the following manner:.</p>		
	SL No	Milestone Name	Payment Percentage
	1	Advance payment	10
	2	Installment & commission	90.0
GCC 17.1	<p>For notices, the Purchaser’s address shall be:</p> <p>Attention: Waling Municipality, Office of Municipal Executive</p> <p>Address: Waling-8, Kataunje, Province No.4, Syangja Waling Syangja</p> <p>Designation:</p> <p>Telephone: 63440182 Facsimile Number:</p> <p>Electronic Mail Address:</p>		

GCC 17.1	<p>For notices, the Suppliers’s address shall be:</p> <p>Attention:</p> <p>Address:</p> <p>Designation:</p> <p>Telephone: Facsimile Number:</p> <p>Electronic Mail Address:</p>
GCC 19.1	<p>The Supplier shall supply 2number of copies manufacturer's operation, maintenance and spare-part manuals of the goods (Equipment) in English or Nepali language as specified in SCC.</p>

Section VIII. Contract Form

1. Letter of Acceptance

[on letterhead paper of the Purchaser]

Date.....

To: *(name and address of the Contractor)*

Subject: *Notification of Award*

This is to notify that your Sealed Quotation dated for execution of the *name of the contract and identification number, as given in the Contract Data/SCC* for the Contract price of Nepalese Rupees *[insert amount in figures and words in Nepalese Rupees]*, as corrected in accordance with the Instructions to Bidders is hereby accepted in accordance with the Instruction to Bidders.

You are hereby instructed to contract this office to sign the formal contract agreement within 7 days. As per the Conditions of Contract, you are also required to submit Performance Security, as specified in SCC, consisting of a Bank Guarantee in the format included in Section VIII (Contract Forms) of the Bidding Document.

The Purchaser shall forfeit the bid security, in case you fail to furnish the Performance Security and to sign the contract within specified period.

Authorized Signature:

Name and Title of Signatory:

2. Contract Agreement

THIS AGREEMENT made the ____ day of _____ 20____ between *[name of Purchaser]* (hereinafter called “the Purchaser”) of the one part and *[name of Supplier]* of *[city and country of Supplier]* (hereinafter called “the Supplier”) of the other part:

WHEREAS the Purchaser invited Sealed Quotation for certain goods and ancillary services, viz., *[brief description of goods and services]* and has accepted a SQ by the Supplier for the supply of those goods and services in the sum of *[contract price in words and figures]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - a. Form of Agreement
 - b. The Purchaser’s Notification of Award
 - c. The General Conditions of Contract;
 - d. Special Conditions of Contract
 - e. Quotation Form and the Price Schedule submitted by the Supplier;
 - f. The Schedule of Requirements;
3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

On behalf of the Purchaser

Name:

Designation:

Sign:

Seal:

On behalf of the Supplier

Name:

Designation:

Sign:

Seal:

3. Performance Security

Date :

To: *[name and address of the Purchaser]*

WHEREAS **[insert complete name of Supplier]** (hereinafter “the Supplier”) has received the notification of award for the execution of **[insert identification number and name of contract]** (hereinafter “the Contract”).

AND WHEREAS it has been stipulated by you in the aforementioned Contract that the Supplier shall furnish you with a security **[insert type of security]** issued by a reputable guarantor for the sum specified therein as security for compliance with the Supplier’s performance obligations in accordance with the Contract.

AND WHEREAS the undersigned **[insert complete name of Guarantor]**, legally domiciled in **[insert complete address of Guarantor]**, (hereinafter the “Guarantor”), have agreed to give the Supplier a security:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of **[insert currency and amount of guarantee in words and figures]** and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract, without cavil or argument, any sum or sums within the limits of **[insert currency and amount of guarantee in words and figures]** as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This security is valid until the **[insert day, month, year]**.

Name: **[insert complete name of person signing the Security]**

In the capacity of: **[insert legal capacity of person signing the Security]**

Signed: **[insert signature of person whose name and capacity are shown above]**

Duly authorized to sign the security for and on behalf of: **[insert seal and complete name of Guarantor]**

Date: **[insert date of signing]**

4. Bank Guarantee for Advance Payment

To: *[name of the Purchaser]*

[name of Contract]

Gentlemen and/or Ladies:

In accordance with the payment provision included in the Contract, which amends Clause 10 of the General Conditions of Contract to provide for advance payment, *[name and address of Supplier]* (hereinafter called “the Supplier”) shall deposit with the Purchaser a bank guarantee to guarantee its proper and faithful performance under the said Clause of the Contract in an amount of *[amount of guarantee in figures and words]*.

We, the *[bank or financial institution]*, as instructed by the Supplier, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the Purchaser on its first demand without whatsoever right of objection on our part and without its first claim to the Supplier, in the amount not exceeding *[amount of guarantee in figures and words]*.

We further agree that no change or addition to or other modification of the terms of the Contract to be performed there under or of any of the Contract documents which may be made between the Purchaser and the Supplier, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

The validity period of the guarantee shall be 30 days beyond the period scheduled for repayment of the advance payment and the guarantee shall remain valid and in full effect from the date of the advance payment under the Contract until the Purchaser receives full repayment of the same amount from the Supplier.

Yours truly,

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]

WALING MUNICIPALITY
OFFICE OF MUNICIPAL EXECUTIVE
Waling, Syangja



Term of Reference
for
Development of “KrishiConnect: A Comprehensive Agricultural
Value Chain Platform and mobile application”

Sealed Quotation:03/2079/2080

April 25, 2023

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1. Introduction

The development of an Agri-based e-commerce app can be a game changer for the local agriculture sector. Agriculture plays a vital role in the economic development of a municipality, and the success of the sector largely depends on the efficiency and effectiveness of the supply chain. However, smallholder farmers often face challenges in accessing markets, receiving fair prices for their products, and reaching a wider customer base.

The introduction of an e-commerce marketplace for farmers can help address these challenges and create new opportunities for the growth of the agriculture sector. This platform will connect farmers directly with consumers, allowing them to bypass intermediaries and receive fair prices for their products. By cutting out the middlemen, farmers will be able to capture a greater share of the value chain, which will help to increase their profitability and improve their livelihoods.

Moreover, an Agri-based e-commerce platform can help to increase transparency and traceability in the supply chain. Farmers will be able to track their products from the farm to the end consumer, which will help to improve quality control and reduce waste. Consumers will also benefit from greater transparency, as they will be able to see the origin of the products they are purchasing and make more informed decisions about the food they consume.

The platform can also help to increase the availability of fresh and affordable food for consumers, particularly those living in urban areas. With the convenience of online shopping, consumers will be able to easily access a wide variety of locally-grown products. This will help to promote the consumption of locally-produced foods and support the local agriculture sector.

The agricultural sector is an important part of the economy in many municipalities, providing employment and contributing to the local economy. However, many farmers face challenges in getting their products to market, resulting in low profitability and limited opportunities for growth. By creating an Agri-based e-commerce marketplace, the municipality can help to connect farmers directly with consumers, increasing their access to markets and improving their profitability. This project has the potential to be a game-changer for the local agriculture industry, driving economic growth and improving the livelihoods of farmers in the area. The project goals and objectives are designed to ensure that the marketplace is accessible, effective, and financially sustainable, benefiting all stakeholders involved in the agricultural value chain.

Overall, an Agri-based e-commerce app developed by a municipality can be a game changer for the local agriculture sector. It has the potential to create new opportunities for farmers, improve supply chain efficiency, and increase access to fresh and affordable food for consumers. The remainder of this document will outline the technical and financial aspects of the project, including the platform and technology stack, functional and non-functional requirements, cost estimation, revenue model, project timeline and deliverables, risks, and mitigation strategies.

2. Project Goals & Objectives

The goal of this project is to develop an Agri-based e-commerce platform that will connect farmers with consumers and other stakeholders in the agriculture value chain. The platform aims to provide a one-stop shop for farmers to sell their produce, access information, and services, and connect with potential buyers and partners.

The specific objectives of the project are as follows:

1. **Facilitate farmers' contribution towards the municipality:** The Agri-based e-commerce app aims to provide a platform for farmers to sell their produce directly to consumers, eliminating intermediaries and ensuring fair prices. This will not only increase farmers' profitability but also contribute to the local economy by keeping the money within the municipality in short term and scaling outside the municipality in long term will support the local economy.
2. **Promote sustainable agriculture practices:** The project aims to promote sustainable agriculture practices by providing farmers with data on market demand, crop yield, and climate conditions. This will help them make informed decisions on what to plant, when to harvest, and how much to produce, leading to reduced waste and increased efficiency.
3. **Empower small-scale farmers:** The e-commerce app can empower small-scale farmers who may not have access to larger markets, allowing them to reach a wider audience and expand their business. This can lead to increased job opportunities, higher incomes, and greater economic resilience for the municipality's farmers.
4. **Foster innovation and digital transformation:** The project aims to foster innovation and digital transformation in the agriculture sector by providing a platform for farmers to embrace new technologies and business models. This can create new opportunities for entrepreneurship, research and development, and collaboration between stakeholders
5. **Increased revenue generation:** By providing a platform for farmers to sell their products directly to consumers, the municipality can help farmers increase their revenue generation. This increased income can then be spent in the local economy, benefiting not only the farmers but also the overall municipality.

In conclusion, the development of an Agri-based e-commerce app by the municipality has the potential to revolutionize the way farmers conduct their business, improve their profitability and scalability, and provide fresh and affordable products to consumers. The project goals and objectives aim to achieve this vision by leveraging data for development, decisions, and demand and supply to create an efficient and sustainable agriculture ecosystem. Through this project, we hope to empower farmers, enhance the municipality's economy, and improve the quality of life for its citizens.

3.3 Features and Functionality

The designed system includes basic three main Modules.

1. Agricultural Information System (AIS)
2. Bazar
3. Farmer Forum (Community)

The description of each module:

SN	Module	Description	User's Contributing to Module
1	Agricultural Information System (AIS)	Agricultural Information System (AIS platform is a technology-based system that provides farmers, extension workers, and other stakeholders in the agricultural sector with relevant and up-to-date information on weather, soil, pests, diseases, markets, and other related issues. This is the information center on which the farmers' community can collect information forecasted by concerned stakeholders like Palikas itself and another authorized expert user. This module provides meaningful insights and recommendations to farmers and other stakeholders.	<ol style="list-style-type: none">1. Palika As a Super Admin2. Krishi shakha and Pashu Sakha3. Agriculture Experts like JTA, VET etc
2	Bazar (Marketplace)	Bazar is the classified platform on the agri-based marketplace/e-commerce platform. It is a marketplace where farmers can showcase their agricultural products and services to potential buyers. Bazar will enable farmers to sell their products directly to consumers, thereby eliminating the middlemen and reducing transaction costs. <ul style="list-style-type: none">- Product listings for different categories (Animals, Agriculture, etc.)	<ol style="list-style-type: none">1. Farmer and Buyer (Any User on the Client Site)
3	Farmer Forum (Community)	This module allows farmers to contribute to the platform by sharing their knowledge, experiences, successes story, and achievements. This will help other farmers to learn and adopt best practices, which will ultimately benefit the entire agricultural community. This section includes the rewarding parameters based on review production and his contribution to society. <ul style="list-style-type: none">- Ability to view and track contribution history	<ol style="list-style-type: none">1. Farmer2. Buyers3. Administrators

→ **Users' module of the system**

1. Farmers
2. Buyers
3. Administrators
 - As Municipal Admin
 - As Krishi Sakha and Pashu Sakha
 - As an Expert

The functional requirement for each of the user modules and contribution to the main module are as follows:

SN	User's	Contribution To		
		(AIS)	Bazar	Farmer Forum (Community)
1.	Farmers	-By sharing their experiences, observations, and knowledge related to weather, soil, pests, diseases, and other related issues.	-By Listing products, creating a vibrant marketplace for agricultural products, and contributing to the growth and development of the agriculture sector. -Product listings for different categories, sub-categories (Animals, Agriculture, etc.)	-Share their success stories, showcase their products, and educate others on best agriculture practices. -Participate in community discussions and forums, and share their knowledge and experiences with others.
2.	Buyers	-Sight the information	-Buyers play a critical role in the success of the marketplace by providing demand for agricultural products and creating market opportunities for farmers. -Providing feedback on the quality and availability of products to help	-Feedback, reviews, and ratings, by sharing their experiences with the products

			farmers improve their offerings.	
3	Admin	<ul style="list-style-type: none"> - Approving expert users, creating users, and all the admin activities - Monitoring Information - Conducting training sessions and workshops - Forecast information on weather, Policy, etc 	<ul style="list-style-type: none"> - Creating Required categories and subcategories, market setup - Market report analysis, making decisions with the data and creating a data-driven agriculture ecosystem - Analyze Market demand and supply 	<ul style="list-style-type: none"> -Monitoring user activity on the platform and analyzing data to identify trends and patterns in contributions to inform decision-making and improve the user experience. -Encouraging farmers and other Users to contribute to the platform by highlighting the benefits of sharing their knowledge and experiences.
4	Krishi & PashuSakha	<ul style="list-style-type: none"> - Add relevant and up-to-date information on weather, soil, pests, diseases, markets, and other related issues. - Update Price information - Add notice and information about Palikas 		-Monitor user's activity
5	An Expert Team	<ul style="list-style-type: none"> - Offering technical assistance to farmers on the use of technology-based tools - Collaborating with farmers on knowledge sharing - Up-to-date information on Plants and animal health, disease prevention, and treatment. - Resolve the queries of Farmer's 		

→ **User Registration and Authentication:**

1. The user visits the client site and can view the different modules without authentication but once the user starts the activity to contribute to the platform registration is required.
2. All the categories (Basically two Krishi and Pashu), subcategories, locations based on wards, and products are default created by an admin.
3. Registering and Profile activity as a farmer
 - Name:*
 - Phone number * (Automated OTP Verification)
 - Address (select from drop-down) *
 - Product (Select Krishi or Pashu or both)
 - Select all the production on the tags available like (tomato, eggs, milk, etc)
 - On his profile section he can update all detailed information lie availability of a product, showcase/add product on Bazar
4. Registering and Profile activity as a Buyer:
 - Name: *
 - Phone Number: * (Automated OTP verification)
5. Expert, Municipal users are created by Munciple admin, Role-based access control

→ **Other Additional Functional Features:**

- Multi-lingual support for catering to a wider user base.
- Integration with social media platforms for easy sharing and promotion of listings.
- Push notifications to keep users informed of new listings, updates, and important events.
- Advanced search and filtering options for better user experience.
- User ratings and reviews to build trust and credibility among the community.
- User analytics and reporting for the admin to track user behavior and identify areas for improvement.
- Option for users to save listings to their favorites or create a wishlist.
- Whether Forecast, Calendar, Set calendar to the product progress, vaccination reminder for animals, insecticides, and pesticides alert

3.4 Non-Functional Requirements

1. **Security:** The platform should have robust security measures to protect user data, transactions, and confidential information.
2. **Performance:** The system should be able to handle a large number of concurrent users and transactions without any performance issues.
3. **Availability:** The platform needs to be available 24/7 and should have a minimum amount of downtime for maintenance or upgrades.
4. **Scalability:** The platform should be designed in such a way that it can scale up or down based on the changing demands of users.
5. **Usability:** The system should be user-friendly and easy to use for all types of users, including farmers, buyers, and admin.
6. **Compatibility:** The platform should be compatible with different types of devices, browsers, and operating systems.
7. **Compliance:** The platform should comply with all relevant laws and regulations related to data privacy, and security.
8. **User Manuals and Documents:** Detailed user manuals and documents related to support and training must be provided by the developer.

3.5 Scope of Work

After developing the complete system, the scope of work should also involve providing training and support to farmers on the use of the application and collaborating with local government agencies and other stakeholders to promote the adoption and usage of the platform. Additionally, the project need to involve conducting regular assessments and gathering feedback from farmers and consumers to continually improve and expand the features and functionalities of the platform.

In the future, the scope of work for this project includes implementing the three approaches of data for development, data for decisions, and data for demand and supply to create a comprehensive agriculture marketplace.

Data for development:

- Collecting and analyzing data related to the agricultural sector, including crop yields, prices, and market trends, to inform policy and decision-making for the development of the sector.
- Conduct research and analysis of the local agriculture market to identify potential growth areas and opportunities for development.
- Develop and implement training programs for farmers on modern farming techniques and business skills. Establish partnerships with government agencies and NGOs to provide additional support and resources for farmers.

Data for decisions:

- Develop a comprehensive data analysis and visualization platform that allows policymakers to make informed decisions regarding the agriculture sector.
- Collect and analyze data on market trends, consumer demand, and production capacity to optimize the supply chain.
- Implement predictive analytics to forecast future demand and supply needs, enabling farmers to adjust their production accordingly.

Data for demand and supply:

- Develop an e-commerce platform that connects farmers directly with consumers, allowing for greater transparency and efficiency in the supply chain.
- Implement a rating and review system that allows consumers to provide feedback on the quality of the products, encouraging farmers to produce high-quality goods.
- Develop marketing strategies to promote the platform to potential customers, increasing demand for local agricultural products.

Overall, the scope of work for this project encompasses a range of activities and initiatives aimed at improving the agricultural sector in the municipality. By leveraging data and technology, the project aims to create a more efficient and sustainable agriculture ecosystem that benefits both farmers and consumers.

4. Financial Aspects

4.1 Project Development Cost

No of Key Expert Team: 10

Design and Development Time: 12 Weeks

S.N	Description	No.of person	Unit (person/ days)	Rate/days (NPR)	Amount (NPR)
1	Project Manager	1			
2	UI/UX Designer	1			
3	Sr. Front End Developer	1			
4	Sr. Backend Developer	1			
5	Backend Developer	1			
6	Sr. Mobile App Developer	1			
7	Mobile App Developer	1			
8	Quality Analyst	1			
9	DevOps expert	1			
10	Documentation Expert	1			
				Sub Total	
				13% Vat	
				Total	

4.2 On Field Training and Support

No of Person: 2

Training Duration: 15 Days

S. N	Description	No.of person	Unit (person/ days)	Rate/days (NPR)	Amount (NPR)
1	Key Technical Support Staff	1	15		
2	Support Staff	1	15		
				Subtotal	
				13% Vat	
				Total	

Sn	Type of Expenses	Quantity	Unit	Unit Price	Total
1	Transportation Expenses	4	Rounds		
2	One day Seminar/Workshop on application Usage on each Ward	14	No		
3	Customized training material (App working procedure Video animation)	4	No		
4	Lodging and Accommodation	15	Days		
				Sub-Total	
				13% Vat	
				Total	

Terms of On Field Training and Support

- On-site training: should provide on-site training to all stakeholders, including staff members and end-users, to ensure that they can use the system efficiently and effectively.
- Customized training material: should prepare customized training materials and user manuals based on the specific needs of the stakeholders.
- Interactive training: Training sessions should be interactive and hands-on, allowing participants to practice using the system and ask questions.
- Role-based training: should provide role-based training to stakeholders based on their specific roles and responsibilities in the system.
- Training evaluation: Need to conduct training evaluations to measure the effectiveness of the training and make improvements as necessary.
- User feedback: Need to collect feedback from users on the system's usability and functionality and use it to improve the system.

4.3 Payment Schedule

- 30% of the total payment will be due upon signing of the contract.
- 20% of the total payment will be due upon completion of the system design and development phase.
- The remaining 50% of the total payment will be due upon successful deployment and testing of the system.
- In the event of any delays caused by the municipality, the payment schedule may be adjusted accordingly.
- Payment will be made within 30 days of receipt of a valid invoice.
- The payment will be made via bank transfer to the development company's designated account.
- All taxes, fees, and charges associated with the payment will be borne by the municipality.

5. Project Deliverables and Timeline

Should submit the following to the client in the timeline stipulated below:

Sn	Deliverables	Number	Timeline
1	Mobil Application (IOS/Android)	1	12 Weeks, After Signing Contract. In between phase-wise update submission to concerned stakeholders.
2	Admin Dashboard	1	12 Weeks, After Signing Contract. In between phase-wise update submission to concerned stakeholders.
3	Admin User Dashboard	3	12 Weeks, After Signing Contract. In between phase wise update submission to concerned stakeholders.
4	API/ Source code and documentation	All Required	12 weeks, Once successfully deployed and delivered the product
5	User Manuals and training Materials	All required	Within 2 weeks once the product is delivered

Tasks	W1	W2	W3	W4	W5	W6	W7	W8	W9	W10	W11	W12
Phase 1: Ideation - Research&Documentation - Backlog Listing - UI/UX Development												
Phase 2: Develop - Database Design - Front-end development - Developing backend modules - App UI development												
Deployment of Phase 2												
Phase 3: Dev&Integration - API development - API Integration - ThirdParty Integration												
Deployment of Phase 3												
Phase 4: QA & Testing - Bug Finding & Fixing												

Tasks	W1	W2	W3	W4	W5	W6	W7	W8	W9	W10	W11	W12
Phase 5: Deployment of Complete system												

5.1 Annual Maintenance (AM) and Terms:

After the successful deployment of the system, Annual Maintenance Contract (AMC) will be shined to ensure the smooth operation and maintenance of the system. The annual maintenance cost for the first year will be 20% of the total project cost.

The selected company should conduct 5 days of on-site visits once every six months to provide implementation and digitization support to the municipality. The cost for these visits, including travel and accommodation expenses, will be included in the AMC at no additional cost to the client.

The scope of our AMC includes

- Regular system maintenance, including bug fixing on the delivered system
- Server maintenance and management, Database management and backup
- Off-site Technical support and issue resolution
- Performance monitoring and optimization
- Security management and security updates
- AMC includes quarterly on-Site support

The terms for the AMC are as follows:

- The AMC will be valid for one year from the date of successful deployment and can be renewed annually upon mutual agreement.
- The cost of the AMC will be paid annually as per the payment terms of AMC.
- Any additional development work required will be charged separately and will be mutually agreed upon.
- The response time for issue resolution will be within 24 hours during working days, depending upon the nature of the issue as per AMC.

6. Terms and conditions

6.1 Warranty and Liability

Project warranty and liability refer to the guarantee provided by the development team regarding the functionality and performance of the marketplace. In the case of any technical glitches or defects, the development team should be responsible for providing quick solutions and resolving any issues that arise during the warranty period. This period is typically six months to one year after the launch of the platform, depending on the terms and conditions agreed upon by both parties. The development team is also liable for any damages or losses incurred by the municipality or farmers due to any faults or defects in the platform. The terms and conditions related to the warranty and liability will be outlined in the contract between the development team and the municipality. Selected company ensure that all project development is in compliance with the Department of Information Technology (DOIT) guidelines, and will provide warranty and liability coverage for any issues that may arise during or after the project.

6.2 Intellectual Property

Those who got selected for doing this project, they should be acknowledges that all source code and project assets created during the development process will be the property of this municipality. Development parties provide all necessary documentation and project support for the app, and need to comply with all Intellectual Property laws and regulations. They need to assure us that the project will be developed in accordance with the guidelines set by the Department of Information Technology (DOIT) and will adhere to best practices for software development.

7. Conclusion

This proposal presents an e-commerce app development project that will provide a digital marketplace for farmers to scale their business and production while improving the supply chain efficiency of agricultural products. The project will utilize the latest technology stack, and be developed using the agile methodology to ensure efficient development and timely delivery. By following the DOIT guidelines, the project will adhere to the best practices for digital transformation in the public sector. The project also ensures that all intellectual property rights are owned by the municipality, and the company providing the development services will provide documentation and project support. In conclusion, the proposed Agri-based e-commerce marketplace developed by the municipality has the potential to transform the agricultural landscape by facilitating a direct connection between farmers and consumers. By leveraging data for development, data for decisions, and data for demand and supply, the marketplace can create opportunities for farmers to scale their businesses while improving food security for the municipality. The proposed technical and financial approach, combined with an agile development methodology, will ensure the successful implementation and maintenance of the platform. The company will provide all necessary support and documentation while ensuring that the municipality retains full ownership of all project assets.

Design and Development Guidelines

Design Development and deployment of "KrishiConnect: A Comprehensive Agricultural Value Chain Platform and mobile application".

- Platforms should be designed and developed under the guideline of DoIT Nepal.
- A firm should be ISO certified and should have a minimum of 4 + years of experience.
- Agricultural Information System (AIS) provides up-to-date information on weather, soil, pests, diseases, markets, and other related issues.
- Agricultural value chain management.
- Bazar Marketplace for farmers to showcase and sell their agricultural products and services.
- Farmer Forum for sharing knowledge, experiences, successes story, and achievements.
- User categories: Farmers, Buyers, Administrators (Municipal Admin, Krishi Sakha, Pashu Sakha, Expert).
- User registration and authentication are required for contribution.
- All categories, subcategories, and product listings are created by the admin.
- Farmer profile with detailed information on product availability and showcase on Bazar.
- Automated OTP verification for phone numbers.
- Expert and Municipal users created by Municipal Admin with role-based access control.
- Scope includes a comprehensive agriculture ecosystem with information, marketplace, and community for farmers and stakeholders.
- The system should be able to handle a large number of users and data without any performance issues.
- The platform should have robust security measures in place to prevent unauthorized access, data breaches, and cyber-attacks.
- The system should be user-friendly and easy to use for all types of users.
- The platform should be highly available, stable, and dependable to ensure that users can access it at any time without any interruptions.
- The software source code and the API should be provided by the selected company to municipality and solely remain within themselves.



वालिङ नगरपालिका
नगर कार्यपालिकाको कार्यालय

वालिङ, स्याङ्जा ।
गडण्की प्रदेश, नेपाल

krishi Connect A Comprehensive Agricultural Value Chain Platform and mobile application कार्यको लागी दरभाउपत्र आव्हानको सूचना
(प्रथम पटक सूचना प्रकाशित मिति २०८०।१।१२ गते)

- यस नगरपालिका क्षेत्रको krishi Connect A Comprehensive Agricultural Value Chain Platform and mobile application कार्य गर्नको लागि इजाजत प्राप्त इच्छुक फर्म तथा व्यवसायीहरूबाट निम्न सर्तहरूको अधिनमा रहि खरिद कार्य गरी उपलब्ध गराउनको लागी रितपूर्वक दरभाउपत्र आव्हान गरिएको छ ।
- १) दरभाउपत्र फाराम खरीद गर्न इच्छुक व्यवसायीहरू फर्महरूले नविकरण तथा चालु आ.व.को लागी मान्यता प्राप्त भएको फर्म वा कम्पनीको प्रमाण पत्र, व्यवसाय इजाजत पत्र, स्थायी लेखा दर्ता नं. एवं आयकर तथा मु.अ. कर दर्ता प्रमाण पत्र (भ्याट), साथै आ.व. २०७८/०७९ को कर चुक्ता विवरण पेश गरेको कागजात, अन्य कुनै कागजात भए सो समेतको प्रमाणित प्रतिलिपि को नेपाल बैक लिमिटेड वालिङ शाखामा रहेको **ग-१.१ आन्तरीक आय खाता ०८३०३०००००१००१०००००१ मा जम्मा गरेको बैक भौचर संलग्न राखी सार्वजनिक खरिद अनुगमनको कार्यालय www.ppmo.gov.np (विद्युतीय माध्यम) द्वारा मात्र दरभाउपत्र खरिद तथा दर्ता गर्न सकिनेछ ।**
- २) दरभाउपत्र सम्बन्धि कागजात दाखिला गर्दा दरभाउपत्र पुस्तिकामा उल्लेख भए वमोजिमका कुराहरू खुलेको प्रमाण दरभाउ पत्र साथ अनिवार्य रुपमा पेश गर्नु पर्ने छ ।
- ३) दरभाउपत्र पुस्तिका तथा सुचनामा उल्लेखित मुल्यांकनका आधारहरू पुरा नगर्ने दरभाउपत्र दाताहरूको दरभाउपत्र स्वीकृत गरिने छैन ।
- ४) दरभाउपत्र जमानत रकम नेपाल बैक लिमिटेड शाखा वालिङमा रहेको यस कार्यालयको धरौटी खाता नं. ०८३०३०००००३००००००००१ मा नगद जम्मा गरेको सक्कल बैक भौचर वा नेपाल राष्ट्र बैक वाट मान्यता प्राप्त वाणिज्य बैक वा वित्तिय संस्थाबाट यस कार्यालयको नाममा जारी भएको दरभाउपत्र पेश गर्ने अन्तिम मितिबाट कम्तिमा ९० दिन सम्म म्याद भएको जमानत (Bid security) समावेश भएको हुनु पर्ने छ । अन्यथा बोलपत्र अयोग्य मानिने छ ।
- ५) दरभाउपत्र दर्ता गर्ने फर्महरूले दरभाउपत्र पुस्तिकामा संलग्न गरिएको स्पेशिफिकेसन तथा अन्य ब्यहोरा प्रस्ट रुपमा पढि, सहि छाप गरि पेश गर्नु पर्ने छ । दरभाउपत्र जुन फर्मको नाम वाट खरीद भएको हो सोही फर्मको नामबाट दर्ता गराउनुपर्ने ।
- ६) कुनै पनि कारण जनाइ वा नजनाइ दरभाउपत्र स्वीकृत गर्ने ,नगर्ने वा आंशिक रुपमा स्वीकृत गर्ने वा नगर्ने वा अस्वीकृत गर्ने वा र रद्द गर्ने सम्पुर्ण अधिकार यस कार्यालयमा निहित रहनेछ ।

- ७) दरभाउपत्र फाराम र यस सुचनामा लेखिएका कुराहरुको हकमा यसै अनुसार र यसमा उल्लेख नभएका व्यहोराहरुको हकमा सार्वजनिक खरिद ऐन २०६३, संशोधन समेत र सार्वजनिक खरिद नियमावली २०६४, संशोधन समेत हुनेछ ।

- ८) दरभाउपत्र फाराम खरिद/दर्ता गर्ने समय:

दरभाउपत्र फारम खरिद गर्ने अन्तिम मिति र समय २०८०।१।२७ गते समय १२.०० वजे भित्र ।	दरभाउपत्र दर्ता गर्ने अन्तिम मिति: २०८०।१।२७ गते, समय: १२.०० वजे भित्र ।	दरभाउपत्र खोल्ने मिति २०८०।१।२७ गते र समय १४.०० वजे ।
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क्र.स.	ठेक्का नं.	निर्माण गर्नु पर्ने कामको विवरणहरु	लागत अनुमान (भ्याट समेत)	जमानत वापतको रकम (रु.)	दरभाउपत्र फारम दस्तुर (रु.)	कैफियत दरभाउपत्र फाराम दस्तुर
१	३/२०७९/०८०	krishi Connect A Comprehensive Agricultural Value Chain Platfprm and mobile application कार्य गर्न	1572621.00	43247.0	1000.0	(पछि फिर्ता नहुने)