



Call for Expression of Interest (EoI)

The Nepal Water for Health (NEWAH) invites EoI from interested and eligible manufacturers/suppliers for the supply of metal plaques (QR code in steel mat) for its Water, Sanitation and Hygiene (WASH) Projects. The detail terms of reference (ToR) for the provision of supply for the said supplies can be downloaded from NEWAH website: <http://newah.org.np/notice>.

EoI should be submitted to the following address by 5.00 pm on 9th September 2019 to:

**The Procurement Committee,
Nepal Water for Health (NEWAH),
Lohasal, Kathmandu
OR,
Nepal Water for Health (NEWAH),
P.O. Box: 4231, Kathmandu**

Nepal Water for Health (NEWAH) Terms of Reference (ToR)

Call for Expression of Interest (EoI) for the supply and delivery of metal plaques

1. Background

Nepal Water for Health (NEWAH) is a national non-governmental organization (NGO) in Nepal, working towards clean drinking water, sanitation, and hygiene promotion. Since its establishment in 1992, NEWAH has worked in 51 districts across the country serving over 1.99 million people, which is about 7% of the national population. NEWAH is dedicated to supporting people from poor communities gain access to safe drinking water, hygiene education and basic sanitation facilities irrespective of gender, caste, ethnicity or class. Since its establishment, NEWAH with the support of its funding partners has actively been contributing to Nepal's WASH Sector, with a focus in the rural areas of Nepal. NEWAH operates through its two province offices in Sindhuli and Baglung facilitated by a Headquarters in Kathmandu.

The construction of water point needed the metal plaque (Etching in steel mat plate) with description of water point should be delivered. NEWAH is implementing the projects in remote areas of Baglung and Sindhuli, where metal plaques as per required specification cannot be supplied at local level. So the metal plaques are managed and procured by NEWAH centrally and delivered to provincial office or directly to site. To perform this task, NEWAH would like to call for expression of interest from eligible suppliers for supply and delivery of metal plaques.

2. Objectives

The objective of this ToR is to submit the expression of interest from potential and eligible suppliers for supply and delivery of metal plaques, which are required in implementation of Water, Sanitation and Hygiene (WASH) projects. Among the EOI received, suppliers are shortlisted as per procurement policy of NEWAH and only the shortlisted are eligible for further process of bidding.

3. Scope of work

NEWAH is seeking the Expression of Interest (EoI) from eligible/potential suppliers which are interested and experienced in supplying metal plaques (etching in steel mat plate). The major scope of work is submitting EoI from eligible supplier for designing the **Quick Response (QR)** code and details of each metal plaque and supplying the printed steel mat plaque as per required quantity and specification set by NEWAH. The manufacturer/suppliers should submit EoI for supplying the metal plaques etching in steel mat plates.

4. Mandatory requirements for eligibility

All manufacturers/suppliers should submit the following documents along with EoI.

- a) A covering letter with the Company Profile (Including clients' list and **turnover with each of them for last three years**) with company registration certificate.
- b) Related work experience with this call for EoI during last 3 years.
- c) VAT registration certificate.
- d) Tax clearance certificate for fiscal year 2074/75.
- e) **Audited financial statement for** fiscal year 2074/75.
- f) At least two reference letters from previous clients.
- g) A signed and stamped Self Declaration Form that supplier does not have any conflict of interest and independent with any other firms/company/group and employee of NEWAH. Download the related standard formats from NEWAH website: <http://newah.org.np/notice> and submit along with EoI
- h) Disclosure about related entities/person/group, if any.
- i) Name of contact person with address and contact number of showroom and factory.

5. Submission of EoI documents

Hard copies of the EoI documents should be submitted in closed envelop.
Photocopies of all submitted documents must be notarized.

Note:

- Hard copies must be delivered to the address below.
- Deadline of submission: at or before 5.00 pm on 9th September, 2019. Late submission will not be considered.

Address of Delivery:

The Procurement Committee
Nepal Water for Health (NEWAH), Lohasal, Kathamandu
OR,
Nepal Water for Health (NEWAH)
P.O. Box 4231, Kathmandu

Note: The lowest price will not be the only factor for selection but also quality, location of the vendor, past experience, suppliers' ability to supply as per the required specifications and quantity shall also be considered.

NEWAH procurement committee holds the right to accept or reject any submission without notifying any reasons whatsoever.

If any confusion regarding this EoI for supply of metal plaques, contact Mr. Arun Kumar Shrestha, Phone no 01-4015608

NEPAL WATER FOR HEALTH (NEWAH)

Headquarters, Lohasal, Kathmandu

FMR-23-SDF

Self-Declaration for Submission of EOI/Quotation and Services for Supplies

Nepal Water for Health (NEWAH)

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Nepal

Dear Sir / Madam

We hereby declare that we are legally eligible to participate in the process of Procurement and Services. We hereby also declare that we have not received any punishment while doing business for the last three years and we do not have any Conflict of Interest in the said assignment.

We also hereby confirm that we:

- Have not bid for the procurement of same materials/Services in partnership or association with any other firms/industries/agencies or organizations.
- Do not have any personal or financial interest with any staff member at NEWAH.
- Have not engaged or associated with any kind of terrorist activities.
- Have not enforced or exploited child labour or and forced labour.
- Always endeavor to use local/national human and material resources as far as practical.
- Are not blacklisted as per the procurement policy of NEWAH.

Signature:

Name:

Designation:

For and on behalf of: