



चौरपाटी गाउँपालिका  
गाउँ कार्यपालिकाको कार्यालय  
चौरपाटी, अछाम  
सुदूरपश्चिम प्रदेश, नेपाल



**चौरपाटी गाउँपालिका गाउँ कार्यपालिकाको कार्यालय**  
**Accham**

Technical Specification सहितको Request for financial proposal (RFP)

पेश गर्न आह्वान गरिएको सार्वजनिक सूचना  
( प्रथम पटक प्रकासन भएको मिति : २०७९।१।०९ )

यस कार्यालयलाई आवश्यक १ थान TRACTOR AND TROLLEY क्याटलग/ब्रोसर बिधिबाट गर्नुपर्ने भएको हुदा यो सूचना प्रथम पटक प्रकासित भएको मितिले ७ दिनको दिउसो १२ वजे भित्र यस कार्यालयबाट स्वीकृत भएको Technical Specification सहितको Request for financial proposal (RFP) यस कार्यालयबाट लिई वा यस कार्यालयको [www.chaurpatimun.gov.np](http://www.chaurpatimun.gov.np) बाट Download गरी माग भएका आवश्यक कागजातहरु संलग्न गरि प्राविधिक तथा आर्थिक प्रस्ताव सहित सिलबन्दी गरी खाममा विवरण प्रष्ट खुलाई यस कार्यालयमा दर्ता गरी सक्नु पर्नेछ । दर्ता भएका सिलबन्दी प्रस्तावहरु कार्यालय प्रतिनिधि तथा प्रस्तावदाता वा निजहरुका प्रतिनिधिहरुको रोहबरमा दाखीला गर्ने अन्तिम दिनको अपरान्ह २.००वजे खोलिने छ । प्रस्तावदाता वा निजका प्रतिनिधिहरु उपस्थित नभए पनि प्रस्ताव खोल्ने कार्यमा बाधा पर्ने छैन । रीत नपुगेको वा ढिलो गरी प्राप्त हुन आएको प्रस्ताव उपर कुनै कारवाही हुने छैन । पेश गर्ने अन्तिम दिन विदा परेमा त्यस पछि कार्यालय खुल्ने दिन पेश गर्न सकिनेछ ।

धन बहादुर थापा  
प्रमुख प्रशासकिय अधिकृत  
धन बहादुर थापा  
प्रमुख प्रशासकिय अधिकृत

**CHAURPATI RURAL MUNICIPALITY OFFICE**  
**CHAURPATI, Achham**

**REQUEST FOR TECHNICAL / FINANCIAL PROPOSAL  
(RFP) DOCUMENT**

**FOR**

**PROCUREMENT / SHOPPING**

**OF**

**TRACTOR AND TROLLEY**

Proposal Submitted By

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



Janury, 2023

*[Handwritten Signature]*



**Procurement of TRACTOR AND TROLLEY**  
**REQUEST FOR TECHNICAL & FINANCIAL PROPOSAL**  
**(RFP)**

Contract Ref:

Date of Issue:

To

M/S .....

.....

Dear Sir/Madam

The CHAURPATI RURAL MUNICIPALITY OFFICE, Achham requests you to submit price and technical proposal with relevant documents for the supply of the following items:

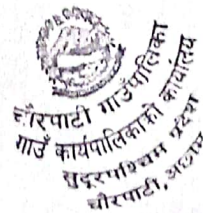
Authorized Signature: \_\_\_\_\_

Name and Title of Signatory \_\_\_\_\_

Name of Supplier: \_\_\_\_\_

Address : \_\_\_\_\_

Phone Number : \_\_\_\_\_



## TERMS AND CONDITIONS FOR SUPPLY OF TRACTOR AND TROLLEY

Purchaser: CHAURPATI Rural Municipality Office, Achham

Package No.

1. Schedules for Supply: Within 60 days from the date of agreement
2. Fixed Price: The prices indicated in the Form of Proposal are firm and fixed and not subject to any adjustment during contract performance.
3. Delivery Schedule: The delivery should be completed as per above schedule but not exceeding one month from the date of signing of contract.
4. Insurance: The Machine / Equipment should be insured up to delivery place/final destination.
5. Applicable Law: The Contract shall be interpreted in accordance with the laws of the Purchaser's country.
6. Resolution of Disputes: The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute between them under or in connection with the Contract. In the case of a dispute between the Purchaser and the Supplier, the dispute shall be settled in accordance with the provisions of the arbitration law or rules of the Purchaser's country.
7. Delivery and Documents: Upon delivery, the Supplier shall provide the following documents to the Purchaser:
  - (i) Copies of the Supplier's invoice showing goods' description, quantity, unit price, and total amount;
  - (ii) Manufacturer's or supplier's warranty certificate; and
  - (iii) Certificate of origin.

If goods are coming by courier, supplier shall also provide prior to delivery, copies of documents that will enable Purchaser to receive the goods. The above documents shall be received by the Purchaser at least one week before arrival of the goods and, if not received, the Supplier shall be responsible for any consequent expenses.

- B. Payment: Payment of the contract price shall be made in the following manner:

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
9. Warranty: Goods offered should be covered by manufacturer's warranty for at least 12 months from the date of delivery to the Purchaser.
10. Packaging and marking Instructions: The Supplier shall provide standard packing of the goods as required preventing their damage or deterioration during transit to their final destination, as indicated in the contract.
11. Defects: All defects will be corrected by the Supplier without any cost to the Purchaser within 30 day from the date of notice by Purchaser. The name and address of service facility where the defects are to be corrected by the supplier within the warranty period are:

Facility \_\_\_\_\_

Address \_\_\_\_\_

12. Force Majeure: The supplier shall not be liable for penalties or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but not restricted to, act of Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by Force Majeure event.

13. Required Technical Specifications: (with attachments)
- (i) General Description
  - (ii) Specific details and technical standards
  - (iv) Power of attorney signed and sealed
  - (v) Product Specifications and Brochures catalogue duly signed and stamped.
  - (vi) Manufacture Authorization letter .
14. Training to the Employ of Municipality Staff from 1 to 2 Person who handle vehicle
15. Spare parts and after sales service facilities:-

To support the after sales service and availability of spare parts, the bidder should propose a workshop that has capacity to provide service of TRACTOR AND TROLLEY in near the delivery place.



- 15.1. Have its own well equipped workshop or have legal partnership with a workshop with capacity to provide service to TRACTOR AND TROLLEY in near station. So the workshop should provide end user certificate / letter of recommendation that it has previously serviced a TRACTOR AND TROLLEY (of their organization). The bidder should also present document evidence of the workshop area, capacity, manpower, and audit documents, relevant documents like registration, tax clearance and certification if any.
- 15.2. Authorization from the authorized service centers of the Vehicle manufacturer company it is proposing in the bid in Nepal. And audit documents, relevant documents like registration, tax clearance and certification if any.
16. Failure to Perform: The Purchaser may cancel the Agreement if the Supplier fails to deliver the Goods, in accordance with the above terms and conditions, in spite of a 7 day notice given by the Purchaser, without incurring any liability to the Supplier.

Supplier confirms compliance with above specifications.

NAME OF SUPPLIER:

Authorized Signature:

Place:

Date :





17 If Firm / Supplier, is associated with the firm that prepared the design and specifications of the contract that is subject of this procurement, they shall be disqualified.

18.: Supplier should mention any additional facilities If any.

19. Proposal in duplicate and written in English language, should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information (in English/Nepali language) for each item quoted, including names and addresses of firms providing after-sales service facilities in Nepal.

20. The deadline for receipt of proposal (s) by the Purchaser at CHAURPATI RURAL MUNICIPALITY, ACCHAM is: 12:00 Hrs 2079/10/04 . The proposal shall be opened in public in the presence of office representative, Suppliers' representative who choose to attend on 2:00 Hrs local time on 2079/10/04 at the mentioned address. In the absence of Suppliers' representative office will not obstruct to open the proposal.

21. Firm / Supplier shall submit only one set of proposals for the above items. Proposal must be typed or written in indelible ink and shall be signed by authorized representative. Without a signature / Seal in the Form of Technical / Financial Proposal, proposal will not be considered.

22. Proposal (s) should be submitted as per the following instructions and in accordance with the attached form of Contract. The attached Terms and Conditions of Supply is an integral part of the Contract.

23. Proposal in the attach format should be signed, sealed in an envelope and addressed to the following address :

CHAURPATI Rural Municipality Office  
Achham  
Ph. no. 9848753194

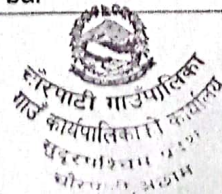
Name of Supplier:  
Authorized Signature:  
Place:  
Date:

Executive Officer  
CHAURPATI RURAL MUNICIPALITY OFFICE  
ACHHAM



**TECHNICAL SPECIFICATION**  
**TECHNICAL SPECIFICATION OF TRACTOR**

S. No.	Description	Purchaser Requirements	Offered Specification
1.	Model		
	Model / type	2022	
	Displacement volume capacity	3900 cc to 4100 cc	
	Steering	Right hand driven Power Steering	
	Emission Standard	Should be "Vehicle mass emission standard" of Nepal.	
2.	Engine  Output at rated r.p.m.	4 cylinder, 4 stroke Diesel engine, water cooled, Oil cooled with engine output 60HP with rated engine speed at governed rpm, Torque min <sup>m</sup> . 230	
3.	Air cleaner	Oil bath type or dry type	
4.	Transmission	Heavy duty with single dry plate type or Sliding mesh or Mechanical Synchronesh	
	Gear  Clutch Wheel Drive	8 forward and 2 reverse gear with high and low speed selector optional. Dual Diaphragm Type 2WD	
5.	Brake	Heavy duty Mechanical, self energizing, Oil Emerge brake	
6.	Steering	Heavy duty Power steering	
7.	Tyre	Front:- 7.5 - 16 (+/- 1 %) Rear:- 16.9 - 28 (+/- 1 %)	
8.	Lifting capacity	At Least 2200 kg.	
9.	Instruments	Engine r.p.m. with Direction Indicators as well as hour meter, fuel guage. A-meter, water temperature guage and oil pressure guage.	
10.	Features	High sensitive hydraulic system, Big rear tyres Multi speed and reverse speed P.T.O. Telescopic stabilizers bar	



*(Handwritten Signature)*



		Tap off connection for Tipping trailer Steering lock system	
11.	Tools	A set of tools as required for general maintenance shall be supplied	
12.	Manuals	One set of workshop manual / service manual / parts catalogue	
13.	Delivery	The Tractor should be delivered to Chaurpati Rural Municipality Office Chaurpati, Achham	

### Technical Specification of Hydraulic Trolley

S.No.	Criteria	Purchaser Requirements	Offered Specification
1.	Trailer Cargo body	Length = 11 ft., Breadth = 6 ft. and Height = 3 ft.	
2.	Frame structure	Heavy Channel section of 200 mm x 75 mm x 10 mm. for main frame Lower channel section and 130 mm x 60 mm. x 10 mm section for upper frame.	
3.	Body materials	Cross members of channel section 80 mm x 40 mm x 5 mm over upper frame Side board M.S. sheet 10 SWG, Floor M.S sheet 8 SWG , Side supporting vertical angle section 50 mm x 50 mm x 5 mm	
4.	Type	Suitable for lifting loads using hydraulic system with Boom cylinder with capacity 15 to 25 ton with built hydraulic pipes, fittings and accessories	
5.	Axle	Water proof 100 mm x 100 mm in section	
6.	Tyre size and numbers	1000.20 2 (two) in no. (1 at left and 1 at right)	
7.	Warranty	Minimum 1 year.	
8.	Delivery	One unit Tractor with Hydraulic trailer	
9.	Delivery	The Trailer should be delivered to Chaurpati Rural Municipality Office Chaurpati, Achham	



*(Handwritten signature)*

## FORM OF PROPOSAL

To

Executive Officer  
Chaurpati Rural Municipality Office  
Achham

We offer to execute the "Shopping of "TRACTOR AND TROLLEY", Contract Identification / Shopping 02/079/80 in accordance with the Conditions of Contract accompanying this Proposal for the Contract Price of -----  
(amount in words and numbers) (-----

----- (name of currency)\_\_\_\_\_. We propose to complete the delivery of Goods described in the Contract within the following Delivery Time from the Date of Signing of the Contract.

### Prices for Supply

Item No	Description of Item	Unit	Qty	Unit Price (NRs)		Total price (NRs)	
				Figures	In Words	Figures	In Words
01	TRACTOR AND TROLLEY	No's	1				
Sub-Total							
Discount							
VAT @13% (NRs)							
Grand Total (NRs) in Figure							
Grand Total In Words:							

Authorized Signature: \_\_\_\_\_

Name and Title of Signatory \_\_\_\_\_

Name of Supplier: \_\_\_\_\_

Address : \_\_\_\_\_

Phone Number : \_\_\_\_\_





## FORM OF CONTRACT

THIS AGREEMENT number \_\_\_\_\_ made on \_\_\_\_, \_\_\_\_ 2020, between \_\_\_\_\_ (hereinafter called "the Purchaser") on the one part and \_\_\_\_\_ (hereinafter called "the Supplier") on the other part.

WHEREAS the Purchaser has requested for proposal for \_\_\_\_\_ (description of goods) to be supplied by Supplier, viz. Contract \_\_\_\_\_, (hereinafter called "Contract") and has accepted the Proposal by the Supplier for the supply of goods under Contract at the sum of \_\_\_\_\_ (hereinafter called "the Contract Price".)

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. The following documents shall be deemed to form and be read and construed as part of this agreement, viz:
  - a) Form of Proposal; Terms and Conditions of Supply, Technical Specifications;
  - b) Addendum (if applicable);
2. Taking into account payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby concludes an Agreement with the Purchaser to execute and complete the supply of goods under the Contract and remedy any defects therein in conformity with the provisions of the Contract.
3. The Purchaser hereby covenants to pay, in consideration of the acceptance of Contract, supply and delivery of the goods and remedying of defects therein, the Contract Price in accordance with Payment Conditions prescribed by the Contract.

IN WITNESS whereof the parties hereto have executed the Contract under the laws of Nepal (country of Purchaser) on the date indicated above.

Signature and seal of the Purchaser:  
For and on behalf of

Signature and seal of the Supplier:  
For and on behalf of

\_\_\_\_\_  
Executive Officer  
CHAURPATI Rural Municipality Office  
Achham

\_\_\_\_\_  
Name of Authorized Representative

