

## Terms of Reference (ToR)

### for supplying Office Equipment

Project Title	Health System Recovery Project, Nuwakot
Type of service	Supply of Office Equipment
Location	District (Trishuli) Hospital, Nuwakot
Name of the company/firm	External company/firm/supplier
Deadline of ITB submission	28 September 2020
Anticipated completion of project	30 November, 2020

#### 1. General Background

Good Neighbors International (GNI) Nepal has been working in Nepal since 2002 with the objective of improving lives of the poor people especially children through education, child protection, and income generating activities, health, WASH, and disaster risk reduction. GNI Nepal has been operating its interventions in 20 districts.

#### 2. Project Description and Rationale

Good Neighbors International with funding from the Korea International Cooperation Agency (KOICA) is implementing Health System Recovery Project (HSRP) in Nuwakot District since December 2015 with an objective of improving the health status and psychosocial well-being of community members through post-disaster recovery. HSRP covers 2 municipalities and 5 rural municipalities. The Health System Recovery Project aims:

- a. To improve Maternal and Child Health (MCH) status in target communities
- b. To improve services of Adolescent Sexual and Reproductive Health (ASRH)
- c. To improve students, psycho-social status
- d. To improve Health Facility with Functional Equipment

One of the main objectives of HSRP project is to make functional health facilities equipped with necessary equipment and furniture. KOICA has constructed 10 health posts and a district hospital in Nuwakot district. GNI Nepal is planning to supply all the necessary medical equipment and furniture to those Health Posts and hospital constructed by KOICA.

### **3. Support of medical equipment & Furniture and Office Furniture**

Most of the health facilities in Nuwakot district were destroyed by the 2015 earthquake. HSRP has been working to re-vitalize services at health facilities. Additionally, Nepal government plans to provide basic maternity services including delivery services by establishing birthing centres at each health posts. Therefore, this Project is committed to supplying medical equipment and furniture as per the government standard.

### **4. Scope of the work**

Under this assignment, complete furniture and equipment will be placed in newly constructed district (Trishuli) hospital. In this phase, District (Trishuli) Hospital will be supported with Medical and office Equipment & Furniture. This is a ITB for supply of office equipment. The list of office equipment is mentioned in **Annex I**.

**The bidder shall supply either all the equipment or partial item/s.**

### **5. Quantity and specification of supply items**

The quantity and specification of the required Office Equipment is mentioned in technical specification form **Annex II**.

### **6. Expected Deliverables**

Followings deliverables are the expected from the supplier;

- Supply of office equipment as per the specification.
- Transportation of commodities in good condition to District (Trishuli) hospital in Nuwakot.
- Proper installation of Office Equipment in hospital
- Orientation on operating/handling procedure and safety measures to concerned staffs.
- Maintenance or replacement of the Equipment, in case of problems after sales as per warranty.

### **7. Duration**

After the signing of the agreement, it is expected that the delivery, installation and orientation should be executed within 60 days from receiving the purchase order.

The project shall be completed by 30 December 2020.

### **8. Budget and Payment Procedure**

The supplier/firm should submit a complete budget with detailed breakdown including applicable taxes at the time of submission of **ITB**. The bidding form is given in the **Annex-III**. The budget covers the price of the commodity, transportation cost, cost of installation of equipment and orientation to concerned staffs and any other applicable costs.

The supplier/firm shall bear all the tariffs, duties and applicable taxes or charges levied at any stage during the execution of the work. Any loss and/or damage of supplied commodity during packaging,

transportation, and installation will be the responsibility of supplier/firm, no compensation will be provided by GNI regarding this loss/damage.

### **Mode of Payment**

The payment shall be made in instalment basis.

1. **1<sup>st</sup> Instalment:** 25% of PO amount within 7 working days of
2. **2<sup>nd</sup> Instalment:** 40% After the delivery of materials
3. **3<sup>rd</sup> Instalment:**35%after completion of the tasks

### **9. Acceptance of Proposal**

All rights to accept or reject the proposal without giving any notice and reason shall be reserved with GNI Nepal. If deemed necessary, the firm/supplier shall be asked for modification and presentation of the proposal before approval.

### **10. Management of the supply**

The selected company/firm will be responsible to supply the commodity and be accountable for the timely delivery of the expected quality and quantity of commodities.

### **11. Late Bids**

Any Bid received by the Purchaser after the deadline for submission of Bids prescribed by the Purchaser, will be declared "Late" or "Rejected" and returned unopened to the Bidder.

### **12. Modification and Withdrawal of Bids**

The Bidder is not allowed to modify or withdraw its Bid after the Bid's submission.

### **13. Responsibilities**

#### **a. Supplier/firm**

The supplier/firm will be responsible to accomplish the task outlined by this ToR and ensure the delivery of commodities stated above within the agreed budget and timeline.

#### **b. GNI Nepal**

- GNI Nepal guided by its policies and practices will assist the supplier/firm to achieve the objective of this ToR.
- Make physical verification and approve each equipment by a person assigned by GNI before and after dispatching of commodities.

### **14. Termination of the contract**

GNI Nepal will terminate the contract if the supplier/firm commits a breach in the performance or observance of its obligation under this ToR. The supplier/firm shall be notified in writing a week prior to the termination of the agreement.

## 15. Confidentiality

During the performance of the assignment or any time after expiry or termination of the agreement, the supplier/firm shall not disclose to any person or otherwise make use of any confidential information which the company/firm has obtained or may obtain in the course of the work relating to GNI Nepal and other stakeholders.

## 16. Documents to be submitted

The bid shall contain following documents:

- A. Detailed financial proposal: The proposal should include the price of commodities (including tax), transportation cost, installation cost, and any other applicable costs. Prices of commodities can be quoted for different qualities/standard of the same item mentioning specifications of each quality.

A complete list of proposed commodities with their clear photographs (colored)/ catalogue should be included with the bid.

- B. In addition, the following documents shall be submitted by the bidder.
- a. Copy of company/firm registration
  - b. Profile of firm with relevant experiences
  - c. A copy of Tax clearance certificate
  - d. VAT/ PAN registration
  - e. Audit report
  - f. Any other relevant documents

## 17. How submit the bid

The EOI should reach the address below via courier or hand delivery by **17:00 hrs., 28 September 2020**. Please, enclose the bid in an envelope, do seal and mark it with **"Bid to supply Office Equipment"**

and send to:

### **Good Neighbors International Nepal**

Ekantakuna-13, Lalitpur

GPO Box 8975, EPC 1605

Kathmandu, Nepal

## Annex-I

### List of Office Equipment for District (Trishuli) Hospital, Nuwakot

S.N.	Name of Equipment/ Furniture	Technical Specifications	Unit	Required Quantity
1.	Printer	<p>Print speed: Normal, A4: 18 ppm or better; Normal, letter: 19 ppm or better</p> <p>Print Resolutions: 600x600dpi or better</p> <p>Scan type/technology: Type: Flatbed, ADF; Technology: Contact Image Sensor</p> <p>Scan Speed: Normal, A4:21 ppm or better (b&amp;w)</p> <p>Scan Resolution: 600 x 600 dpi or better</p> <p>Scan file format: PDF, searchable PDF, JPG, RTF, TXT, BMP, PNG, TIFF</p> <p>Copy speed: Normal, A4: 18 cpm or better; Normal, letter: Up to 19 cpm or better</p> <p>Copy Resolution: 600 x 600 dpi or better</p> <p>Copy Function: Number of copies; Reduce/Enlarge; Lighter/Darker; Optimize; Paper; Multi-page copy; Collation; Tray Select; Two-Sided; Draft Mode; Image Adjustment; Set as New Defaults; Restore Defaults</p> <p>Processor Speed: 800MHz or better</p> <p>Duty Cycle: 8000 pages or more</p> <p>Digital display</p> <p>Warm up time: 10 sec or less</p>	pcs	2
2.	LCD Projector	<p>Type of display: Poly-silicon TFT active matrix</p> <p>Resolution: BrightLink 480i: 1024 × 768 pixels (XGA) or more</p> <p>Color reproduction: Full color, 16.77 million colors</p> <p>Image size: at least BrightLink 480i: 55.9 to 93.2 inches (1.42 to 2.37 m)</p> <p>Focus adjustment: manual</p> <p>USB-B port compatibility: USB 1.1 and 2.0 compliant for USB display or external mouse</p>	pcs	1
3.	LCD screen	<p>Approx. 100 – 120 inches (2.5m-3m) diagonal size</p> <p>SS steel stand with three legs</p> <p>Clip for hanging in wall</p> <p>Manufactured with fine fabric</p>	pcs	2

4.	Central printer/photo copier	<p>Print Resolutions: 600 dpi × 600 dpi or more</p> <p>Warm-Up Time (23°C, std. voltage): 15 sec. or less</p> <p>First Copy Out Time: 13 sec. or less</p> <p>Scan type/technology: Type: Flatbed, ADF; Technology: Contact Image Sensor</p> <p>Scan Resolution: 600 dpi × Sub: 600 dpi or more</p> <p>Scan file format: PDF, searchable PDF, JPG, RTF, TXT, BMP, PNG, TIFF</p> <p>Copy speed: Normal, A4: 18 cpm or better; Normal, letter: Up to 19 cpm or better</p> <p>Copy Resolution: 600x600dpi or better</p> <p>Copy Function: Number of copies; Reduce/Enlarge; Lighter/Darker; Optimize; Paper; Multi-page copy; Collation; Tray Select; Two-Sided; Draft Mode; Image Adjustment; Set as New Defaults; Restore Defaults</p> <p>Processor Speed: 800MHz or better</p> <p>Duty Cycle: 30000 pages or more</p>	pcs	1
5.	Wall watch	<p>Primary material: plastic</p> <p>Shape: Mix of square and round (50/50)</p> <p>Clear and Visible numbers</p> <p>Operated by AA battery</p>	pcs	100
6.	Microwave oven	<p>Capacity (L): 23 or more</p> <p>Cook menu: auto - at least 16 categories</p> <p>Reheat : auto</p> <p>Child safety lock</p> <p>Cavity: stainless steel</p>	pcs	2
7.	Gas stove with cylinder	<p>Material: Stainless steel</p> <p>Burner: 2</p> <p>Ignition: Lighter</p> <p>Flame: Blue flame</p>	pcs	2
8.	Que management system	<p>Token dispenser - Wall mountable, digital display</p> <p>Counter display- digital with sound system</p> <p>Que manager-que stand and line control barrier with rope</p>	pcs	6

**Annex -II**  
**Technical Specification Form**

**1. Printer (Table)**

S.N.	Purchaser's Specifications	Bidder's Compliance (Yes / No)	Reference Page No	Remarks
	<b>Printer</b>			
	<b>Manufacturer</b>			
	<b>Brand</b>			
	<b>Type / Model</b>			
	<b>Country of Origin</b>			
<b>1</b>	<b>Description of Function</b>			
1.1	Equipment to Print, copy, scan			
<b>2</b>	<b>Operational Requirements</b>			
2.1	Laser printing			
<b>3</b>	<b>System Configuration</b>			
3.1	Multi functional (3 in 1)			
<b>4</b>	<b>Technical Specifications</b>			
4.1	Print speed: Normal, A4: 18 ppm or better; Normal, letter: 19 ppm or better			
4.2	Print Resolutions: 600x600dpi or better			
4.3	Scan type/technology: Type: Flatbed, ADF; Technology: Contact Image Sensor			
4.4	Scan Speed: Normal, A4:21 ppm or better (b&w),			
4.5	Scan Resolution: 600 x 600 dpi or better			
4.6	Scan file format: PDF, searchable PDF, JPG, RTF, TXT, BMP, PNG, TIFF			
4.7	Copy speed: Normal, A4: 18 cpm or better; Normal, letter: Up to 19 cpm or better			
4.8	Copy Resolution: 600 x 600 dpi or better			
4.9	Copy Function: Number of copies; Reduce/Enlarge; Lighter/Darker; Optimize; Paper; Multi-page copy; Collation; Tray Select; Two-Sided; Draft Mode; Image Adjustment; Set as New Defaults; Restore Defaults			
4.10	Processor Speed: 800MHz or better			
4.11	Duty Cycle: 8000 pages or more			
4.12	Digital display			
4.13	Warm up time: 10 sec or less			
<b>5</b>	<b>Accessories, spares and consumables</b>			
5.1	All standard accessories, consumables and parts required to operate the equipment, including all standard tools and cleaning and lubrication materials, to be included in the offer. Bidders must specify the quantity of every item			

	included in their offer (including items not specified above)			
<b>6</b>	<b>Operating Environment</b>			
6.1	The system offered must be designed to store and be operated normally under the condition of the purchaser's country. The conditions include climate, Temperature, Humidity, etc.			
6.2	Power supply: 220 – 240 V AC, 50Hz fitted with appropriate plug.			
6.3	The power cable must be at least 3 metres in length.			
<b>7</b>	<b>Standards and Safety Requirements</b>			
7.1	Must submit ISO 9001:2008 certificate or IEC 19752			
<b>8</b>	<b>Installation and Commissioning &amp; User Training</b>			
8.1	Must supply preassembled unit, ready to use			
8.2	Must provide user training (including how to use and maintain the equipment)			
<b>9</b>	<b>Warranty &amp; Maintenance Service During Warranty Period</b>			
9.1	Comprehensive warranty for 1 years after installation			
9.2	During warranty period supplier must ensure preventive maintenance and corrective/breakdown maintenance whenever required			
<b>10</b>	<b>Authorization</b>			
10.1	Manufacturer's Authorization or Local Distributor Authorization (Manufacturer's Authorization to the main Distributor is also required in case of Local Authorization)			
<b>11</b>	<b>Documentation</b>			
11.1	User (Operating) manual in English			
11.2	Service (Technical / Maintenance) manual in English			
11.3	List of important spare parts and accessories with their part numbers and costing.			
11.4	Certificate of calibration and inspection from factory.			
11.5	Shall accomplish all the Qualification Criteria of the bidder mentioned in the main bid document			

## 2. LCD Projector

S.N.	Purchaser's Specifications	Bidder's Compliance (Yes / No)	Reference Page No	Remarks
	<b>LCD Projector</b>			
	<b>Manufacturer</b>			
	<b>Brand</b>			
	<b>Type / Model</b>			
	<b>Country of Origin</b>			



<b>1</b>	<b>Description of Function</b>			
1.1	Equipment to display via laptop or memory card			
<b>2</b>	<b>Operational Requirements</b>			
2.1	NA			
<b>3</b>	<b>System Configuration</b>			
3.1	NA			
<b>4</b>	<b>Technical Specifications</b>			
4.1	Type of display: Poly-silicon TFT active matrix			
4.2	Resolution: BrightLink 480i: 1024 × 768 pixels (XGA) or more			
4.3	Color reproduction: Full color, 16.77 million colors			
4.4	Image size: at least BrightLink 480i: 55.9 to 93.2 inches (1.42 to 2.37 m)			
4.5	Focus adjustment: manual			
4.6	USB-B port compatibility: USB 1.1 and 2.0 compliant for USB display or external mouse			
<b>5</b>	<b>Accessories, spares and consumables</b>			
5.1	All standard accessories, consumables and parts required to operate the equipment, including all standard tools and cleaning and lubrication materials, to be included in the offer. Bidders must specify the quantity of every item included in their offer (including items not specified above)			
5.2	Additional set of cartridges (1 each black, cyan, magenta, yellow) other than supplied along with the printer. Must print Black: 1500 pages or more, Colour: 1400 pages or more			
<b>6</b>	<b>Operating Environment</b>			
6.1	The system offered must be designed to store and be operated normally under the condition of the purchaser's country. The conditions include climate, Temperature, Humidity, etc.			
6.2	Power supply: 220 – 240 V AC, 50Hz fitted with appropriate plug.			
6.3	The power cable must be at least 3 metres in length.			
<b>7</b>	<b>Standards and Safety Requirements</b>			
7.1	Must submit ISO 21118 standard certificate			
<b>8</b>	<b>Installation and Commissioning &amp; User Training</b>			
8.1	Must supply preassembled unit, ready to use			
8.2	Must provide user training (including how to use and maintain the equipment)			
<b>9</b>	<b>Warranty &amp; Maintenance Service During Warranty Period</b>			
9.1	Comprehensive warranty for 1 years after installation			

9.2	During warranty period supplier must ensure preventive maintenance and corrective/breakdown maintenance whenever required			
<b>10</b>	<b>Authorization</b>			
10.1	Manufacturer's Authorization or Local Distributor Authorization (Manufacturer's Authorization to the main Distributor is also required in case of Local Authorization)			
<b>11</b>	<b>Documentation</b>			
<b>11.1</b>	User (Operating) manual in English			
<b>11.2</b>	Service (Technical / Maintenance) manual in English			
<b>11.3</b>	List of important spare parts and accessories with their part numbers and costing.			
<b>11.4</b>	Certificate of calibration and inspection from factory.			
<b>11.5</b>	Shall accomplish all the Qualification Criteria of the bidder mentioned in the main bid document			

### 3. LCD Projector Screen

S.N.	Purchaser's Specifications	Bidder's Compliance (Yes / No)	Reference Page No	Remarks
	<b>LCD Projector Screen</b>			
	<b>Manufacturer</b>			
	<b>Brand</b>			
	<b>Type / Model</b>			
	<b>Country of Origin</b>			
<b>1</b>	<b>Description of Function</b>			
1.1	Screen for clear display of image of projector			
<b>2</b>	<b>Operational Requirements</b>			
2.1	-			
<b>3</b>	<b>System Configuration</b>			
3.1	-			
<b>4</b>	<b>Technical Specifications</b>			
4.1	Approx. 100 – 120 inches (2.5m-3m) diagonal size			
4.2	SS steel stand with three legs			
4.3	Clip for hanging in wall			
4.4	Manufactured with fine fabric			
<b>5</b>	<b>Accessories, spares and consumables</b>			
5.1	All standard accessories, consumables and parts required to operate the equipment, including all standard tools and cleaning and lubrication materials, to be included in the offer. Bidders must specify the quantity of every item included in their offer (including items not specified above)			

<b>6</b>	<b>Operating Environment</b>			
6.1	NA			
<b>7</b>	<b>Standards and Safety Requirements</b>			
7.1	Must submit standard certificate			
<b>8</b>	<b>Installation and Commissioning &amp; User Training</b>			
8.1	NA			
<b>9</b>	<b>Warranty &amp; Maintenance Service During Warranty Period</b>			
9.1	Comprehensive warranty for 1 years after installation			
9.2	During warranty period supplier must ensure preventive maintenance and corrective/breakdown maintenance whenever required			
<b>10</b>	<b>Authorization</b>			
10.1	Manufacturer's Authorization or Local Distributor Authorization (Manufacturer's Authorization to the main Distributor is also required in case of Local Authorization)			
<b>11</b>	<b>Documentation</b>			
<b>11.1</b>	User (Operating) manual in English			
<b>11.2</b>	Service (Technical / Maintenance) manual in English			
<b>11.3</b>	List of important spare parts and accessories with their part numbers and costing.			
<b>11.4</b>	Certificate of calibration and inspection from factory.			
<b>11.5</b>	Shall accomplish all the Qualification Criteria of the bidder mentioned in the main bid document			

#### 4. Central Printer/photo copier

S.N.	Purchaser's Specifications	Bidder's Compliance (Yes / No)	Reference Page No	Remarks
	<b>Printer</b>			
	<b>Manufacturer</b>			
	<b>Brand</b>			
	<b>Type / Model</b>			
	<b>Country of Origin</b>			
<b>1</b>	<b>Description of Function</b>			
1.1	Equipment to Print, copy, scan, fax			
<b>2</b>	<b>Operational Requirements</b>			
2.1	Laser multifunction network printer (Print / Copy / Scan) with Automatic Document Feeder & Duplex			
<b>3</b>	<b>System Configuration</b>			
3.1	Multi functional (3 in 1)			
<b>4</b>	<b>Technical Specifications</b>			
4.1	Print Resolutions: 600 dpi × 600 dpi or more			

4.2	Warm-Up Time (23°C, std. voltage): 15 sec. or less			
4.3	First Copy Out Time: 13 sec. or less			
4.4	Scan type/technology: Type: Flatbed, ADF; Technology: Contact Image Sensor			
4.5	Scan Resolution: 600 dpi × Sub: 600 dpi or more			
4.6	Scan file format: PDF, searchable PDF, JPG, RTF, TXT, BMP, PNG, TIFF			
4.7	Copy speed: Normal, A4: 18 cpm or better; Normal, letter: Up to 19 cpm or better			
4.8	Copy Resolution: 600x600dpi or better			
4.9	Copy Function: Number of copies; Reduce/Enlarge; Lighter/Darker; Optimize; Paper; Multi-page copy; Collation; Tray Select; Two-Sided; Draft Mode; Image Adjustment; Set as New Defaults; Restore Defaults			
4.10	Processor Speed: 800MHz or better			
4.11	Duty Cycle: 30000 pages or more			
<b>5</b>	<b>Accessories, spares and consumables</b>			
5.1	All standard accessories, consumables and parts required to operate the equipment, including all standard tools and cleaning and lubrication materials, to be included in the offer. Bidders must specify the quantity of every item included in their offer (including items not specified above)			
<b>6</b>	<b>Operating Environment</b>			
6.1	The system offered must be designed to store and be operated normally under the condition of the purchaser's country. The conditions include climate, Temperature, Humidity, etc.			
6.2	Power supply: 220 – 240 V AC, 50Hz fitted with appropriate plug.			
6.3	The power cable must be at least 3 metres in length.			
<b>7</b>	<b>Standards and Safety Requirements</b>			
7.1	Must submit ISO 9001:2008 certificate			
<b>8</b>	<b>Installation and Commissioning &amp; User Training</b>			
8.1	Must supply preassembled unit, ready to use			
8.2	Must provide user training (including how to use and maintain the equipment)			
<b>9</b>	<b>Warranty &amp; Maintenance Service During Warranty Period</b>			
9.1	Comprehensive warranty for 1 years after installation			
9.2	During warranty period supplier must ensure preventive maintenance and corrective/breakdown maintenance whenever required			
<b>10</b>	<b>Authorization</b>			

10.1	Manufacturer's Authorization or Local Distributor Authorization (Manufacturer's Authorization to the main Distributor is also required in case of Local Authorization)			
<b>11</b>	<b>Documentation</b>			
<b>11.1</b>	User (Operating) manual in English			
<b>11.2</b>	Service (Technical / Maintenance) manual in English			
<b>11.3</b>	List of important spare parts and accessories with their part numbers and costing.			
<b>11.4</b>	Certificate of calibration and inspection from factory.			
<b>11.5</b>	Shall accomplish all the Qualification Criteria of the bidder mentioned in the main bid document			

## 5. Wall watch

S.N.	Purchaser's Specifications	Bidder's Compliance (Yes / No)	Reference Page No	Remarks
	<b>Wall watch (Analog)</b>			
	<b>Manufacturer</b>			
	<b>Brand</b>			
	<b>Type / Model</b>			
	<b>Country of Origin</b>			
<b>1</b>	<b>Description of Function</b>			
1.1	Wall watch for display of time			
<b>2</b>	<b>Operational Requirements</b>			
2.1	NA			
<b>3</b>	<b>System Configuration</b>			
3.1	NA			
<b>4</b>	<b>Technical Specifications</b>			
4.1	Primary material: plastic			
4.2	Shape: Mix of square and round (50/50)			
4.3	Clear and Visible numbers			
4.4	Operated by AA battery			
<b>5</b>	<b>Accessories, spares and consumables</b>			
5.1	AA size battery			
<b>6</b>	<b>Operating Environment</b>			
6.1	NA			
<b>7</b>	<b>Standards and Safety Requirements</b>			
7.1	Quality certificate			
<b>8</b>	<b>Installation and Commissioning &amp; User Training</b>			
8.1	Must supply preassembled unit, ready to use			
<b>9</b>	<b>Warranty &amp; Maintenance Service During Warranty Period</b>			

9.1	Comprehensive warranty for 1 years after installation			
9.2	During warranty period supplier must ensure preventive maintenance and corrective/breakdown maintenance whenever required			
<b>10</b>	<b>Authorization</b>			
10.1	NA			
<b>11</b>	<b>Documentation</b>			
11.1	NA			

## 6. Microwave Oven

S.N.	Purchaser's Specifications	Bidder's Compliance (Yes / No)	Reference Page No	Remarks
	<b>Microwave Oven</b>			
	<b>Manufacturer</b>			
	<b>Brand</b>			
	<b>Type / Model</b>			
	<b>Country of Origin</b>			
<b>1</b>	<b>Description of Function</b>			
1.1	Electric oven to heat and cook food by exposing it to electromagnetic radiation in the microwave frequency range			
<b>2</b>	<b>Operational Requirements</b>			
2.1	NA			
<b>3</b>	<b>System Configuration</b>			
3.1	NA			
<b>4</b>	<b>Technical Specifications</b>			
4.1	Capacity (L): 23 or more			
4.2	Cook menue: auto - at least 16 categories			
4.3	Reheat : auto			
4.4	Child safety lock			
4.5	Cavity: stainless steel			
<b>5</b>	<b>Accessories, spares and consumables</b>			
5.1	All standard accessories, consumables and parts required to operate the equipment, including all standard tools and cleaning and lubrication materials, to be included in the offer. Bidders must specify the quantity of every item included in their offer (including items not specified above)			
<b>6</b>	<b>Operating Environment</b>			
6.1	The system offered must be designed to store and be operated normally under the condition of the purchaser's			

	country. The conditions include climate, Temperature, Humidity, etc.			
6.2	Power supply: 220 – 240 V AC, 50Hz fitted with appropriate plug.			
6.3	The power cable must be at least 3 metres in length.			
<b>7</b>	<b>Standards and Safety Requirements</b>			
7.1	ISO quality certified			
<b>8</b>	<b>Installation and Commissioning &amp; User Training</b>			
8.1	Must supply preassembled unit, ready to use			
<b>9</b>	<b>Warranty &amp; Maintenance Service During Warranty Period</b>			
9.1	Comprehensive warranty for 1 years after installation			
9.2	During warranty period supplier must ensure preventive maintenance and corrective/breakdown maintenance whenever required			
<b>10</b>	<b>Authorization</b>			
10.1	NA			
<b>11</b>	<b>Documentation</b>			
<b>11.1</b>	User (Operating) manual in English			
<b>11.2</b>	Service (Technical / Maintenance) manual in English			
<b>11.3</b>	List of important spare parts and accessories with their part numbers and costing.			

## 7. Gas stove with cylinder

S.N.	Purchaser's Specifications	Bidder's Compliance (Yes / No)	Reference Page No	Remarks
	<b>Gas stove with cylinder</b>			
	<b>Manufacturer</b>			
	<b>Brand</b>			
	<b>Type / Model</b>			
	<b>Country of Origin</b>			
<b>1</b>	<b>Description of Function</b>			
1.1	Gas stove set			
<b>2</b>	<b>Operational Requirements</b>			
2.1	NA			
<b>3</b>	<b>System Configuration</b>			
3.1	NA			
<b>4</b>	<b>Technical Specifications</b>			
4.1	Material: Stainless steel			
4.2	Burner: 2			
4.3	Ignition: Lighter			

4.4	Flame: Blue flame			
<b>5</b>	<b>Accessories, spares and consumables</b>			
5.1	<ul style="list-style-type: none"> <li>• Filled standard size (14+ KG) LPG cylinder</li> <li>• Lighter</li> <li>• Regulator with 3 meter pipeline</li> </ul>			
<b>6</b>	<b>Operating Environment</b>			
6.1	NA			
<b>7</b>	<b>Standards and Safety Requirements</b>			
7.1	Quality certified (NS, ISI)			
<b>8</b>	<b>Installation and Commissioning &amp; User Training</b>			
8.1	Must supply preassembled unit, ready to use			
<b>9</b>	<b>Warranty &amp; Maintenance Service During Warranty Period</b>			
9.1	Comprehensive warranty for 1 years after installation			
<b>10</b>	<b>Authorization</b>			
10.1	NA			
<b>11</b>	<b>Documentation</b>			
11.1	NA			

## 8. Queue management system

S.N.	Purchaser's Specifications	Bidder's Compliance (Yes / No)	Reference Page No	Remarks
	<b>Queue management system</b>			
	<b>Manufacturer</b>			
	<b>Brand</b>			
	<b>Type / Model</b>			
	<b>Country of Origin</b>			
<b>1</b>	<b>Description of Function</b>			
1.1	set of tools and sub-systems assist in controlling customers' flow, managing the waiting time and enhancing customers' experience			
<b>2</b>	<b>Operational Requirements</b>			
2.1	-			
<b>3</b>	<b>System Configuration</b>			
3.1	-			
<b>4</b>	<b>Technical Specifications</b>			
4.1	Token dispenser - Wall mountable, digital display			
4.2	Counter display- digital with sound system			
4.3	Que manager-que stand and line control barrier with rope			
<b>5</b>	<b>Accessories, spares and consumables</b>			



5.1	All standard accessories, consumables and parts required to operate the equipment, including all standard tools and cleaning and lubrication materials, to be included in the offer. Bidders must specify the quantity of every item included in their offer (including items not specified above)			
<b>6</b>	<b>Operating Environment</b>			
6.1	The system offered must be designed to store and be operated normally under the condition of the purchaser's country. The conditions include climate, Temperature, Humidity, etc.			
6.2	Power supply: 220 – 240 V AC, 50Hz fitted with appropriate plug.			
6.3	The power cable must be at least 3 meters in length.			
<b>7</b>	<b>Standards and Safety Requirements</b>			
7.1	Must submit ISO standard certificate			
<b>8</b>	<b>Installation and Commissioning &amp; User Training</b>			
8.1	Must supply preassembled unit, ready to use			
8.2	Must provide user training (including how to use and maintain the equipment)			
<b>9</b>	<b>Warranty &amp; Maintenance Service During Warranty Period</b>			
9.1	Comprehensive warranty for 1 years after installation			
9.2	During warranty period supplier must ensure preventive maintenance and corrective/breakdown maintenance whenever required			
<b>10</b>	<b>Authorization</b>			
10.1	Manufacturer's Authorization or Local Distributor Authorization (Manufacturer's Authorization to the main Distributor is also required in case of Local Authorization)			
<b>11</b>	<b>Documentation</b>			
<b>11.1</b>	User (Operating) manual in English			
<b>11.2</b>	Service (Technical / Maintenance) manual in English			
<b>11.3</b>	List of important spare parts and accessories with their part numbers and costing.			
<b>11.4</b>	Certificate of calibration and inspection from factory.			
<b>11.5</b>	Shall accomplish all the Qualification Criteria of the bidder mentioned in the main bid document			

### Annex - III

#### Bid Submission Form (Office Equipment)

SN	Name of Equipment/ Furniture	Unit	Quantity	Brand Name	Unit Rate Including VAT	Total Amount in Figure NRs.	Specification form filled?	Detail catalog/manual of product attached?	Standard and safety related document attached?	Authorization document attached?
1.	Printer	Pcs	2							
2.	LCD Projector	Pcs	1							
3.	LCD screen	Pcs	2							
4.	Central printer/photo copier	Pcs	1							
5.	Wall watch	Pcs	100							
6.	Microwave oven	Pcs	2							
7.	Gas stove with cylinder	Pcs	2							
8.	Que management system	Set	6							