



# महालक्ष्मी विकास बैंक लि. Mahalaxmi Bikas Bank Ltd.

## 15 DAYS NOTICE

### REQUEST FOR PROPOSAL FOR IMPLEMENTATION OF HUMAN RESOURCE INFORMATION SYSTEM (HRIS) AND STOCK & ASSET MANAGEMENT APPLICATION

Published date: 2080/09/02

**Mahalaxmi Bikas Bank Limited** a leading national level development bank invites sealed proposals from interested firms/companies for services of implementation of human resource information system (HRIS) and Stock & Asset management application for our Bank.

#### Terms and Conditions:

1. The Request for Proposal (RFP) can be purchased from Bank's General Service Department at Head Office, Thapathali within office hours (9:30 AM till 5:00 PM) upon payment of non-refundable fee of NPR 5,000.00 (NPR Five Thousand Only) on or before 15<sup>th</sup> day of the first date of publication of this notice.
2. The RFP document fee should be deposited in the following account of our Bank :
  - Account Number: 99950505000050
  - Account Name: Miscellaneous Income
3. Proposals must be valid for a period of 90 days from the date of proposal opening and must be accompanied by a bid bond, amounting to a minimum of 5% of the proposal amount, which shall be valid for 30 days beyond the validity of the proposal (total 120 days validity bid bond). The bid bond may also be deposited through cash margin deposit in the following account of the Bank:
  - Account Number: 99921607031017
  - Account Name: Miscellaneous Sundry Creditors
4. Interested applicants must submit documentary evidence indicating minimum of three years' experience in the relevant field in Banking & Financial Institutions (BFIs)
5. Sealed proposals must be submitted within office hours on or before 15<sup>th</sup> day of the date of publication of this notice. Documents received after this deadline will be rejected.

The proposals shall be opened at 3:00 PM on next working day of the last date of proposal submission.

If the last date of purchasing, submission and opening of the proposal falls on a public holiday, it shall be extended to the next working day.

**The Bank reserves the right to accept partly or reject any or all proposals without assigning any reason whatsoever.**

केन्द्रीय कार्यालय

दरबारमार्ग, काठमाण्डौ

फोन नं. ०१-५३६८१५३, ५३६८७९

सामान्य प्रशासन विभाग

थापाथली, काठमाण्डौ

फोन नं. ०१-५९९१५९९/२०

