

Invitation for Expression of Interest (EOI)

Date of Publication: 10th June, 2026 (27th Jestha, 2083)

Mahalaxmi Bikas Bank Limited a leading national level development bank invites Expression of Interest (EOI) from potential suppliers/ vendors for enlistment for supply of various goods and services for FY 2083/84 categorized below:

Group 1: Supply of Goods

S.N.	Categories	Description
A	Pre-Printing Items	i. Pre-Printed Forms ii. Security Documents (Cheque, FDR etc.) iii. Card Pin Mailer, Temper Proof Envelope iv. ATM Roll & Queue Management Roll v. Printing of Calendar, Diary, Notepad etc. vi. Bank's Branding Material (Cup, Pen, Keyring, Cap, T-shirt, Water Bottle, Pen Holder) vii. Other Printing & Publication
B	Stationery Goods	i. Table (General) Stationeries ii. Toner/ Cartridges, Ink, Toner Refilling, Ribbon iii. Stamps & refilling of stamps, ID Cards & Visiting Cards.
C	Computers and Office Equipment	i. Desktop, Laptop, Server Computer, Laser Printer, Dot Matrix Printer, Scanner ii. Note Counting Machine (Bundle & Loose), Fake Note Detector iii. ECC Scanner iv. EPABX System, CCTV System, Access Control System, Attendance Device, Fire Extinguishers v. Power Backup System (Online UPS, Batteries, Stabilizers, Generator) vi. Air Conditioners vii. ATM Machine, POS Machine, Queue Management Systems, Kiosk Machine viii. Network Switches, Firewall Device, Routers & Security Devices ix. Software & License x. Any other equipment (please specify)
D	Furniture and Furnishers	i. Office Chairs ii. Metal Furniture iii. Wooden Furniture

Group 2: Supply of Services

S.N.	Categories	Description
E.	Construction Work	i. Interior Construction works, Civil/ Sanitary/ Carpentry /Painting/ Electrical & Allied works etc.
F	Insurance Services	i. Life Insurance ii. Non-life Insurance (Assets, Vehicle, Emergency & cash, Banker's Blanket Indemnity Insurance (BBI) etc.)
G	Annual Maintenance Contract (AMC)	i. Air Conditioners, Attendance Devices ii. Computer and related peripheries iii. Fire Extinguishers Refilling iv. CCTV Systems, EPABX System v. Electricity and Power Backup System related service
H	Security Guard Service	i. Security related Services.
I	Repair and Maintenance	i. Civil/ Electrical repair ii. Desktop and Laptops repair iii. Office Equipment repair and maintenance iv. Furniture repair and maintenance v. Other repair and maintenance
J	Other Services	i. Courier Service ii. Air Ticketing iii. Health & Cleaning Services iv. Advertisement and Promotional service v. Drinking water & Tanker water supply services vi. Consultancy Services vii. Other Service (please specify)

Terms and Conditions:

- The EOI form can be purchased within office hours (9 AM till 5 PM) from the office of General Service Department, Head Office, Thapathali upon payment of non-refundable fee of NPR 1,000.00 (NPR One Thousand Only) for each category on or before 15th day of the first date of publication of this notice.
- The EOI form fee should be deposited in the following account of our Bank:
 - Account Number: 99920401010201
 - Account Name: Miscellaneous Deposit
- Interested applicants may submit their EOI form along with below mentioned documents:
 - Firm/Company Registration Certificate
 - PAN/VAT Registration Certificate
 - Tax Clearance Certificate of FY 2081/82
 - License from regulatory authority (if applicable)
 - Reference letter from BFIs will be preferred
 - Interested parties should submit the Cover letter for enlistment with clearly mentioning the purpose of enlistment on sealed envelope.
- Sealed application must be submitted within office hours on or before 15th day of the date of publication of this notice. Documents received after this deadline will be rejected.

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



महालक्ष्मी विकास बैंक लि.
Mahalaxmi Bikas Bank Ltd.

(नेपाल राष्ट्र बैंकबाट "ब" वर्गको राष्ट्रियस्तरको इजाजत प्राप्त संस्था)

केन्द्रीय कार्यालय दरबारमार्ग, काठमाण्डौं
फोन नं. ०१-५२६८७९९

सामान्य प्रशासन विभाग थापाथली, काठमाण्डौं
फोन नं. ०१-५९९११५१९, Ext.: ४०२, ४०४

