



# Nepal Integral Mission Society (NIMS)

## Terms of Reference (ToR) FOR SUPPLYING OF Multilayered Tarpaulin/ UV (TUNNEL PLASTIC), mulching plastic and vegetable crate

Project Title	Community Development Program/ Agriculture project
Type of service	Multilayered Tarpaulin, Mulching Plastic and UV-Tunnel Plastic
Delivery Location	NIMS head office – Kathmandu-32 Koteshwor or NIMS warehouse lubhu lamatar, Lalitpur
Name of the company/firm	External company firm/supplier/Manufacturer
Deadline of Bid submission	18 <sup>th</sup> December 2023/ 2 <sup>nd</sup> Poush 2080
Anticipated completion of activities	10 days after receiving purchase order

### 1. General Background

Nepal Integral Mission Society (NIMS) is Non-government organization working since 2007 with the objective of improving the lives of people through income generating activities, youth empowerment, livelihood, alleviate poverty housing by providing decent shelter, work in humanitarian activities in collaboration with government and non-government organization. NIMS is recently working in Nuwakot, Rukum East and Sindhupalchowk district in Community Development Program.

### 2. Activity Description

The TOR has been designed in order:

- To select appropriate suppliers for Multilayered Tarpaulin, mulching plastic and UV-Tunnel Plastic delivery.
- To maintain the quality and timeline of Materials provided to local farmer delivery.

### 3. Number and specification of supply items

S.N.	Materials Name	Quantity	Size
1	90 GSM (Multilayered Tarpaulin – Tunnel Plastic	20 Roll	5-meter-Wide and 100-meter-long finish size.
2	Mulching Plastic 30 micron	50 Roll	400-meter- long finish size.
3	100-micron UV Tunnel Plastic	10 Roll	6-meter-Wide and 100-meter-long finish size.
4	Vegetable crate	600 pcs	

### 4. Expected Deliverables

Following deliverables are expected from the suppliers:

- Conduct of quality check and physical verification of each materials before dispatching.
- Delivery of materials in excellent condition to address mention above.
- Replace the materials in case found any damage/ low quality, inappropriate size (manufacturer defect) during delivery within 30 days of delivery date.

#### 5. Duration

After signing of the agreement, delivery of each materials should be executed within 10 days from receiving official purchase order.

#### 6. Budget and payment procedure

The company firm/ supplier should submit a complete budget with detail breakdown per piece or pre-square meter including applicable tax at the time of submission of sealed bid. No extra cost is entertained beyond quoted unit price.

#### 7. Acceptance of proposal

NIMS reserves the right to accept or reject, wholly or partly, any or all bids without assigning reason, whatsoever.

#### 8. Responsibility of the company firm/suppliers

The selected company firm/suppliers will be responsible to supply of tunnel plastic in stated agreed budget and timeline.

#### 9. Documents to be submitted

The application should contain following documents:

- Detail financial proposal, unit price per piece along with total bid amount.
- Detail of company firm/suppliers
  - a) Company Profile
  - b) Copy of company/firm registration
  - c) A latest copy of tax clearance certificate
  - d) PAN/VAT registration
  - e) Latest Audit Report

The Bid document should reach the address below via hand delivery by 12:00 PM 18<sup>th</sup> December 2023 (2<sup>nd</sup> Poush 2080). Please enclosed the proposal in an envelope, seal and mark it with “**Bid for supplying agriculture materials**” along with **1sqm size sample of each plastic materials** and send via Hand in NIMS Head Office. Sealed bid will open on the same day after 1:00 PM. **Please search "Nepal Integral Mission Society" in google for location.**

***No any phone call and email regarding seal bid is entertain.***

**Nepal Integral Mission Society (NIMS)**

Kathmandu-32, Koteshwor