

# Nepal Integral Mission Society (NIMS)

नेपाल सर्वाङ्गण विकास समाज

Head Office: Kathmandu-32, Koteshwor



## Terms of Reference (ToR) For Supply of Construction Materials

Project Title	Community Development Program/ Livelihood project
Type of service	Supply of Tunnel Plastic
Delivery Location	NIMS head office Kathmandu
Name of the company/firm	External company firm/supplier/Manufacturer
Deadline of Bid submission	23 <sup>rd</sup> April 2026 (10 <sup>th</sup> Baisakh 2082)
Materials Delivery Dateline	15 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 supply of tunnel plastic as per the project need.
- To maintain the quality of materials purchased from the suppliers.

### 3. Quantity and specification of supply items

S.N.	Materials Name	6m
1	90 GSM Multilayered Tarpaulin cross laminated Tunnel Plastic (5*100-meter roll-finish size)	21 Roll
2	90 GSM Multilayered Tarpaulin cross laminated Tunnel Plastic (6*100-meter roll-finish size)	10 Roll
3	90 GSM Multilayered Tarpaulin cross laminated Tunnel Plastic (5*15-finish size)	11 pcs
4	100 microns UV tunnel plastic (7*100 meter)	1 pcs

### 4. Expected Deliverables

Following deliverables are expected from the suppliers:

- Conduct of quality check and physical verification of each material 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 15 days of delivery date.

**5. Duration**

After signing of the agreement, delivery of each material should be executed as per the purchase order.

**6. Budget and payment procedure**

The company firm/ supplier should submit a total cost price of every materials mention in point no.3 or in Bid form with 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 point no.3 materials in stated agreed budget and timeline.

**9. Credit Period**

Suppliers should provide at least 1 month of credit facilities.

**10. Documents to be submitted**

The application should contain following documents:

- Detail financial proposal according to the materials listed in bid form i.e. unit price.
- Detail of company firm/suppliers
  - a) Copy of company/firm registration
  - b) A latest copy of tax clearance certificate
  - c) PAN/VAT registration
  - d) Lab test certificate of Multilayered cross laminated (Compulsory).
  - e) Authorization certificate of tunnel plastic supply and quality specification certificate.

**11. Bid form along with official letter in letterhead is compulsory while submitting the seal bid.**

The Bid document should reach the address below via hand delivery by 5:00 PM 23<sup>rd</sup> April 2026 (10<sup>th</sup> Baisakh 2083). Please enclosed the proposal in an envelope, seal and mark it with “**Bid for supply of Tunnel Plastic**” with sample of 1 meter each (UV & Multilayered Tarpaulin) and send via Hand in NIMS Head office Kathmandu.

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

**Nepal Integral Mission Society (NIMS)**

Kathmandu-32, Koteshwor,