



Government of Nepal  
Ministry of Home Affairs  
Singha Durbar, Kathmandu, Nepal

Notice No:  
First Date of Publication: March 16, 2016

2062/92/2  
शाखा अधिकृत

## Expressions of Interest

1. The Government of Nepal invites Expressions of Interest (EOI) for the purpose of short listing the qualified, eligible and experienced domestic Consultants/Consulting Firm(s) for
  - a) CIMS Software Sync Management, Upgradation and Support
  - b) DAAS Software Upgradation, Data Entry and Support
2. Consulting Firms experienced in the above works and willing to provide the services are here by invited to submit their 'Expressions of Interest (EOI)'. The EOI shall be submitted in a sealed envelope and must reach the MOHA no later than the 12:00 hours on the 16<sup>th</sup> (31.03.2016) day of first publication of this notice.
3. In case the day of submission of the EOI falls on a public holiday, the EOI shall be submitted on the following working day. Only those short listed Consultants/Consulting Firm(s) shall be invited to submit the 'Request for Proposal (RFP)' for the mentioned job. The firm(s) shall include in their Expressions of Interest following information in measurable terms and any other information that they may feel will support their application.
  - a. Financial Capacity and Annual Turnover of last 3 years
  - b. General Experience of the Firm(s)
  - c. Work Experience in Similar Works
  - d. Manpower Resources
  - e. Infrastructure and Technical Competency
  - f. If two or more or companies are to be provided consultancy services as a group, organizations or a joint venture, the name, address, profile of such firms or company, the name of lead firm or company and mutual agreement between the companies.
4. The experiences of Government of Nepal's projects or GoN owned institutions only to be counted in General and similar works and the firm/s shall produce certified evidences of completion of the job from concerned agencies of Government of Nepal.
5. A Firm is permitted to submit one EOI either single or in a joint venture, failing which such Firm shall be not be shortlisted. The Ministry reserves the right to shortlist or not to shortlist any or all of the Firms without assigning any reasons what so ever. Further information or clarification on the EOI can be obtained from the Ministry during office hours. The EOI can also be downloaded from the website: <http://www.moha.gov.np>
6. Separate EOI should be submitted for the above mentioned system.
7. The EOI Documents shall be Addressed to:

Internal Management Section  
Ministry of Home Affairs  
Singha Durbar, Kathmandu, Nepal  
Phone: +977-1-4211255 Fax: +977-1-4211253