

	Open Learning Exchange (O.L.E) Nepal					
	Terms of Reference (TOR) for Submission of Sealed Tender Bid					
	Open Learning Exchange (O.L.E) Nepal, a non government organization, requests for the submission of sealed/tender bids for supply and delivery of various computer equipment and accessories .					
1	Tender Bid Reference:		8283tIs			
2	Purpose:		supply and delivery of various computer equipment and accessories			
3	Last date for tender submission:		October 7,2025			Bid received after this time shall be rejected.
4	Date of tender opening:		October 8, 2025			Minimum 3 tender bids have to be received for opening the tender.
5	Submit tender bid in a sealed envelope addressed to:		Procurement Department Bid: 8283tIs Also mention the categories applied for Open Learning Exchange (OLE) Nepal Sanepa, Lalitpur 2, Nepal https://olenepal.org/contact-us/	(Location map)		
6	Method of submission:		Courier or Hand delivery in a sealed envelope marked "8283tIs" and sealed with office stamp			
7	Documents to be submitted:		a. Tender form b. Cover letter with the tender bid reference number c. Bid bond of 2.5% of bid amount to be submitted in any of the of the following methods: Original Bid bond (guarantee) issued from A class commercial bank and valid for 2 months addressed to Open Learning Exchange Nepal or Manager's cheque in the name of Open Learning Exc Nepal or Original bank deposit voucher of the fund deposit in account #00401010264709 at Nepal Investment Mega Bank Ltd.under account name Open Learning Exchange Nepal d. Copy of up-to-date renewed registration documents e. Copy of up-to-date renewed tax (VAT) registration f. Company profile g. Copy of the agency/ distributorship h. Letter of non conflict of interest (COI) signed and stamped by authorized person i. Copy of the two recommendation letters *All copy documents, letter, form to be signed by authorized person and stamped.			
8	Terms:					
	Specification		a. Goods as specified in specification to be supplied and delivered at OLE Nepal office at Sanepa, Lalitpur 2, Nepal. For location, visit https://olenepal.org/contact-us/			
	Warranty		b. Warranty period of one year for all supplied equipment under this bid			
	Bid bond		c. Bid bond of 2.5% of the bid amount valid for 2 months from date of submission			
	Performance bond		d. Performance bond of 5% of the contract/bid amount from A class commercial bank valid for 1 month period to be submitted after signing the contract			
	Delivery time		e. Supply and delivery: By maximum 30 days from the date of award of contract.			
	Payment		f. In 14 days upon supply, delivery and checking/ testing.			
	Annual turnover		g. Bidder should have annual turnover of minimum NPR 10 million in the last fiscal year.			
	Evaluation		h. Qualified tender bids shall be evaluated and bidder shall be notified of selection based on the evaluation.			
	Acceptance of tender bid		i. OLE Nepal reserves the right to accept, reject or cancel the bids, in full or partial, without assigning any reason whatsoever			
	Tender bidding party		j. Each vendor may submit a bid for one or more items. However, no other party with the same promoters, or even a single common promoter, is permitted to submit a separate bid.			
	Quotation validity		k. Invoice should be in the name of Open Learning Exchange (O.L.E.) Nepal and PAN no: 302833869			
	Progress Confirmation		l. 3 months m. Supplier / bidder should provide progress confirmation letter after 1 week of signing contract that supply order or import has been			
9	Category					
A.	120 Units of tablets		Tender Bid Item			
	CPU	Octa Core 2.2 GHz or higher				
	Display Size	Size: 8.7 inches				
	Resolution	1340 x 800 pixels				
	RAM	4GB or higher				
	Internal Storage	64GB or higher				
	Speakers	Built in dual speakers				
	Connectivity	3.5mm headphone jack, Wifi				
	Camera	Front and Rear 2MP and 8MP respectively				
	Charger	Original Branded				
	Battery Capacity	5100mAh or higher				
	Tablet Cover	required				
	Screen Protector	required				
	OS Version	Android 15 or above				
	Warranty	1 year or above				
	Brand	Well known international brand only				
B	7 units of laptop		Tender Bid Item			
	Processor	Intel i3 or equivalent				
	Storage	256 SSD				
	RAM	8 GB				
	Screen	14 inches or above				
	OS	Windows 11 genuine license				
C	102 units of five-port power strip with surge protector		Sealed Bid Item			
	Ports	Universal socket				
	Switch	Individual				
	Plug	3 pin				
	Length	5-6 feet				
	Capacity	1500 W				
D	7 units of Dell Optiplex 7010		Sealed Bid Item			
	Type	Micro / Portable				
	Processor	Intel Core i3 13 Gen.				
	RAM	16 GB				
	Storage	1 TB SSD (Well known brands like Samsung, Kingston, Western Digital etc)				
	Ethernet	Gbps				
E	14 units of dual band DSL gigabit router		Sealed Bid Item			
	1× Gigabit WAN Port					
	4× Gigabit LAN Ports					
F	7 units of 8 ports gigabit switch		Sealed Bid Item			
G	145 USB Keyboard		Sealed Bid Item			