TERMS OF REFERENCE (TOR)
SUPPLY OF HARDWARE MATERIALS AND TRANSPORTATION SERVICES

19 November 2026
Kathmandu, Nepal

1. Background

The National Society for Earthquake Technology–Nepal (NSET) is implementing two project in Nuwakot and Rasuwa.

1. To support these activities, NSET requires the procurement and timely supply of high-quality hardware materials and Transportation Service that comply with approved technical specifications and standards.

2. Objective

The objective of this TOR is to:

- Procure high-quality hardware materialsand Transportation Services

- Ensure timely and efficient delivery to project sites

- Maintain compliance with technical and quality standards

- Ensure cost-effectiveness and transparency in procurement

3. Scope of Work

The selected supplier/vendor will be responsible for the following

3.1 Supply of Hardware Materials:

S.N.	Quantity	Unit	Description	Specification
	[Enter the required quantity as indicated in the obtained PR]	**[Enter the required unit as indicated in the obtained PR]**	**[Enter the description of the required commodity, good, or service as indicated in the obtained PR]**	**[Enter the specification requirements as provided in the related PRs]**
1	504.00	Kg	Steel(8mm)	Conforming to NS 191: 2046 Deformed Steel Bars and Wires for Concrete Reinforcement, Fe500D TMT Bars

2	660.00	KG	Steel(12mm)	Conforming to NS 191: 2046 Deformed Steel Bars and Wires for Concrete Reinforcement, Fe500D TMT Bars
3	36.00	KG	binding wire	Conforming to NS 191: 2046 Steel Bars and Wires; 20 gauge
4	72.00	PCS	Plywood Water proof 12mm (4'*8' in size)	BWP grade (IS 710 अनुसार), waterproof, smooth finish
5	246.00	Sq.m	Prefab board 50 mm thick (sandwich Panel) for Wall Member	
6	30.00	Kg	GI Wire	
7	9246.00	Kg	MS steel Square Pipe Fof Post and Truss Member	Indian standard
8	162.00	Rm	2 inch steel pipe door and Window Frame	
9	51.00	Sq.m	Door and window Steel Shutter Medium	
10	102.00	Rm	Railing Work for Ramp of MS Steel	
11	87.00	Rm	PVC 3 Inch Pipe For Rati Gutter	
12	12.00	Pcs	3 inch PVC elbow	
13	270.00	RM	Bamboo for Roof 3 inch in dia	Well seasoned.
14	288.00	Sq.m	Tatch for roof	
15	69.00	Sq.m	Form work for plinth beam Local Wood	
16	213.00	Sq.m	P Form mat for Celling	
17	36.00	Nos	Desk bench 1 inch steel square pipe and Waterproof plywood on Three side, 5 Feet in length	
18	6.00	Nos	Table 1 inch square pipe with top on Waterproof plywood	
19	3.00	Nos	Two dustbin with Dustbin Stand	
20	6.00	Nos	White board(4 feet * 6 Feet in size)	
21	6.00	Nos	School Learning Kit	
22	60.00	ltr	Metal primer	Red oxide primer, corrosion resistant, IS standard
23	30.00	ltr	Tarping oil (turpentine)	volatile, predominantly terpenic fraction and distilled

24	10.00	KG	Nail (3")	Conforming to NS 46: 2041 Nail; Mild steel nails, rust free
25	10.00	KG	Nail (1.5")	Mild steel nails, rust free
26	10.00	Nos.	Pad lock for Doors	Stainless steel
27	52.00	Nos	Handle 4 inch Steel	
28	94.00	Nos.	Hinge 4 inch	
29	48.00	Nos.	Door lock(Chukkul) 6 inch in size	
30	4.00	piece	toilet Pan Set (15 x 30 cm)	Ceramics squatting full,IS 2556 /equivalent
31	2.00	piece	Foldable Portable commode chair	load capacity 100kg,foldable
32	2.00	piece	Overhead Tank(500ltr.)	Is 12701/Equivalent, 3-4 layers HDPE UV stablized
33	2.00	Nos.	Water Tank stand Steel	MS Steel
34	4.00	piece	Tap set Plastic(6 inch)	Is 8931, Brass
35	2.00	set	Wash Basin Set (White Creamic),with Stand (snob)-medium	Indian standard white
36	30.00	Mtr	CPVC Pipe (20mm)	temperature resistance upto 93degree celcius
37	2.00	piece	GAT valve (20 mn)	temperature resistance upto 93degree celcius
38	2.00	piece	Tank nipple(20 mm CPVC pipe)	temperature resistance upto 93degree celcius
39	30.00	piece	Socket CPVC (20mm)	temperature resistance upto 93degree celcius
40	30.00	piece	Elbow CPVC (20mm)	temperature resistance upto 93degree celcius
41	30.00	piece	CPVC Union (20mm)	temperature resistance upto 93degree celcius
42	2.00	Piece	Angle Cock	temperature resistance upto 93degree celcius
43	30.00	piece	CPVC-T(20mm)	temperature resistance upto 93degree celcius
44	6.00	piece	CPVC-Female elbow(20mm or, 3/4)	temperature resistance upto 93degree celcius
45	2.00	piece	CPVC Solvent (118 ml bottle)	Quick setting Potable grade
46	70.00	piece	Pipe Clamp	Pvc coated
47	4.00	piece	White tape	PTFE thread seal type
48	30.00	Mtr	PVC pipe (4")	Conforming to NS 206:2046
49	8.00	piece	PVC Elbow (4")	Conforming to NS 206:2046

50	8.00	piece	PVC T 4"	Conforming to NS 206:2046
51	2.00	piece	PVC Solvent (250 ml bottle)	Quick setting Potable grade
52	4.00	piece	PVC 2" 50 mm sucket	IS 13592/ Equivalent
53	4.00	Mtr	Pvc Elbow (2"/50mm)	IS 13592/ Equivalent
54	24.00	Mtr	Basin drainage extention pipe 2"/50mm pvc	IS 13592/ Equivalent
55	4.00	Nos	Bucket (10 liter)	Plastic
56	60.00	Mtr	HDPE Black pipe(1")	HDPE
57	4.00	piece	Mug	plastic
58	4.00	Set	Toiletories (Toilet brush, phenyle, Soap, handwash etc)	Washing and cleaning
59	4.00	mtr	Gas pipe 3" /75mm	IS 1239/equivalent
60	2.00	Nos	Blue oil Drum 230 ltr.	
61	230.00	Sq.m	0.55 mm Color CGI roofing Sheet	Heavy, Coloured CGI sheet 0.52mm (24 Gauge) Thick ,Zinc coated
62	192.00	RM.	0.5 mm plain Coloured CGI sheet for Ridge Cover	plain GI sheet, uniform thickness (0.50 mm)
63	4500.00	Nos.	Self taping screw for roof and Wall Member	Self tapping screw, corrosion resistant, 2" length

3.2 Supply of Transportation Service:

S.N.	Quantity	Unit	Description	Specification
	[Enter the required quantity as indicated in the obtained PR]	**[Enter the required unit as indicated in the obtained PR]**	**[Enter the description of the required commodity, good, or service as indicated in the obtained PR]**	**[Enter the specification requirements as provided in the related PRs]**
1	150	Trip	Transportation of Construction Materials With Loading and Unloading for Construction of Two TLC's at Uttargaya Boarding School , Bidur Municipality-10, Bhainse.	specify the rate according to Tractor per trip

3.3 Inspection:

- Materials will be inspected

- NSET reserves right to reject substandard materials

- Supplier must replace rejected materials at own cost

4. Deliverables

- Supply of materials as per BOQ

- Delivery notes and invoices

- Quality/test certificates (if required)

5. Duration

The duration of supply will be as per contract agreement, typically ranging from 1 to 3 months.

6. Payment Terms

- Payment based on actual delivered quantity

- Payment within 7–15 days after verification

- Advance payment (if applicable) as per agreement

7. Supplier Qualifications

- Registered company in Nepal

- Tax Clearance certificate (Latest FY)

- Valid PAN/VAT registration

- Minimum 2–3 years experience

- Proven supply capacity

8. Anti-Terrorism Policys

The Contracting Authority renounces all forms of terrorism and will never knowingly support, tolerate or encourage terrorism or the activities of those who embrace terrorism or money laundering. Consistent with numerous United Nations Security Council resolutions, including S/RES/1269(1999), S/RES 1368(2001) and S/RES1373(2001) and the European Union, the Contracting Authority is firmly committed to the international fight against terrorism and in particular against the financing of terrorism. It is the policy of the Contracting Authority to seek to ensure that none of its and its donor funds are used,

directly or indirectly, to provide support to individuals or entities associated with terrorism or money laundering. Therefore, the Contracting Authority will match their suppliers and Service providers against the Sanctions lists on a regular basis. By submitting an offer, suppliers and service providers agree to this.

9. The language of bid

The tender, all correspondence, and documents related to the tender exchanged by the bidder and the Contracting Authority must be written in the language of the procedure, which is Nepali or English.

10. Contradiction or errors in the bid documents

If the bidder notices contradictions or errors in the bid document or specifications that are unclear, the bidder must clarify the issue by making queries before the set **deadline for submission of inquiries/questions.**

11. Alteration or withdrawal of bids

Bidders may alter or withdraw their tenders by written notification prior to the deadline for submission of the bid document. No bid may be altered after this deadline. Withdrawals must be unconditional and will end all participation in the tender procedure.

No bid may be withdrawn in the interval between the deadline for submission and bid opening of bids and the expiry of the tender validity period. Any correction of information must be explicit and is to be confirmed through the email/messaging form.

12. Errors in Calculations

Bids submitted by interested bidders will be checked for any arithmetical errors in computation and summation. Errors will be corrected by the evaluation committee as follows:

- Where there is a discrepancy between amounts in figures and in words, the amount in words will be the considered amounts.
- Where there is a discrepancy between a unit price and the total amount derived from the multiplication of the unit price and the quantity, the unit price as quoted will be the price considered.
- Amounts corrected in this way will be binding on the bidder. If the bidder does not accept them, its bid will be rejected.

13. Prices

All prices in your quotation must be indicated in Nepalese Rupees currency only. Quotations stated in other currencies will not be considered in the awarding process.

14. Evaluation Criteria

- Price competitiveness – 100%

15. LIABILITY, PENALTY FOR DELAY, NONCONFORMING GOODS OR SERVICES, SHORTFALLS

(1) The Contractor shall be liable according to statutory legal provisions, especially for its own
negligent breach of duty and negligent breach of duty by its legal representatives or vicarious agents.
(2) Contractor recognizes that the Contract concems delivery of Goods and/or provision of Services
where "time is of the essence" and that failure to deliver the Goods and/or provide the Services by the scheduled date(s) or in accordance with the quantities and/or quality specified in the Contract may cause irreparable harm to NSET.
(3) Therefore, if the Contractor culpably defaults in remedying a defect or making a delivery - fully
and timely -, NSET shall have the right to request lump-sum damages due to default for the defective resp. late delivery without further proof of damage, of 0.2 % of the net remuneration agreed for the defective resp. late delivery and/or service for each period of default of 1 working day (Monday to Saturday) but at most 5 % of the agreed net remuneration for the defective resp. late delivery and/or service. The Contractor shall, however, have the opportunity to prove to NSET that NSET shas incurred
no damage or materially lesser damage.

16. Terms and Conditions of Contract / Purchase Order

The contract may not be awarded to candidates or tenderers which, during the procurement procedure:

(1) are subject to a conflict of interests;

(2) are guilty of misrepresentation in supplying the information required by the Contracting Authority as a condition of participation in the contract procedure or fail to supply this information.

17. Offer Conditions

• The offer must be valid 3 months minimum.

• Quotations must specify all details according to the tender text.

Quotations must be submitted via email to procurement@nset.org.np or physically to the NSET office at Bhainsepati Residential Area, Lalitpur not later than the 21 November 2026; at 17:00 PM local time:

18. Confidentiality

All information related to the project must be kept confidential.

19. Proposal Submission

Interested suppliers must submit:

- Written quotation on letter headed paper (duly stamped and signed on a PDF format)

- Copy of PAN/VAT and registration certificates (PDF format)
- Latest Tax Clearance Certificate
- Company profile (PDF format)

20. Contact Information

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