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***Searching Opportunities , Bidder  
Registration in the System, Downloading  
the Bid Document, Analyzing the Standard  
Bid Documents, Online Document/Offline  
Document in the System***

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***Agenda***

- Features of the system
  - Bidder perspective
- Query and Discussion

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## ***Online/Offline Process***

### **Online Process:**

- PE have to upload necessary files and have to input the data as required in the specified modules and at last bid document is generated by the system
- In this process, Bidder can also input the data in online modules as specified in the system i.e. specified online modules are also presented in bidder side.
- Online modules are activated when PEs chooses PPMO Document format selected

### **Offline Process:**

- PEs have to create the bid document offline/manually and they can upload that bid document in the system
- Bidder have to download the bid document, fill the necessary information in the downloaded document, then the prepared document is uploaded while bidding.
- When ADB, Word Bank, Other document type is selected

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## ***Production and Demo System***

Two cloned systems are available publicly:

- **Production:** System for real bidding process  
[www.bolpatra.gov.np](http://www.bolpatra.gov.np)
- **Demo Server:** System for training purposes  
[www.bolpatra.gov.np/demoppmo](http://www.bolpatra.gov.np/demoppmo)

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## What Bidders can do?

Bidders can:

- Search the opportunities
- Can Register into the System
- Download the bid document
- Send Queries/Clarification
- Bid on the published Tenders and can submit their bids
- Download Help/Supporting documents

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**Government of Nepal**  
Office of the Prime Minister & Council of Ministers  
Public Procurement Monitoring Office (PPMO)  
Government Electronic Procurement System of Nepal (GEPSON)  
National Portal for e-Procurement

Breaking News : Features overview to P... Server Time: 2013-03-13 11:30:55 NPT

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**Notice**  
Features overview to P...  
This system will be under test till another f... [read more](#)  
[Link](#)

**Related Links**  
• GEPSON... [detail >](#)  
• PPMO... [detail >](#)  
[Link](#)

**Acts/Regulations/Rules/etc.**  
[Link](#)

**Opportunity** | Statistics

CATEGORY	OPPORTUNITIES
Goods	0
Works	5
Consultancy Services	2
Other	0

**Login**  
User Type  
 Public Entity  Bidder  
User Name:   
Password:   
  
[Forgot Password ?](#) | [Register Now](#)

**Events**  
[Training](#)  
[Pre Bid Conference](#)

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Nepal Standard Time (NPT) is 1 hour and 45 minute ahead of UTC/GMT.

### **Bidder Registration**

1. Organization Details
2. Document Details
3. Account Details

**Login**

User Type

Public Entity  Bidder

User Name

Password

[Forgot Password ?](#) | [Register Now](#)

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### **Bidder Registration (Organization Details)**

Organization DetailsDocument DetailsAccount Details

Fields marked with (\*) are mandatory

Organization Number*	<input type="text"/>
Acronym	<input type="text"/>
Former Name	<input type="text"/>
Description	<input type="text"/>
No. of Employees	<input type="text" value="0"/>
Business Start Date*	<input type="text"/>
Form of Organization*	<input type="text" value="Select One"/>
Organization Type*	<input type="text" value="Select One"/>
Specialization*	<input type="text" value="Select One"/>
Category of Interest*	<input type="text" value="Select One"/>
Registration No. *	<input type="text"/>
Registration Authority	<input type="text"/>

#### Registered Address

Address Line 1\*

Address Line 2

Address Line 3

Country\*  District\*

Municipality  VDC

City

Fax No. 1 <input type="text"/>	Fax No. 2 <input type="text"/>
Contact No. 1 <input type="text"/>	Contact No. 2 <input type="text"/>

#### Corporate Address

Same as Registered Address

Address Line 1\*

Address Line 2

Address Line 3

Country\*  District\*

### Bidder Registration (Document Details)

Organization Details | **Document Details** | Account Details

Fields marked with (\*) are mandatory.

Serial No.	Document Type	Upload	Remarks
1	Registration Certificate * <small>[Attachment should not be more than 5MB in size]</small>	<input type="button" value="Choose File"/> No file chosen	
2	Tax Registration Certificate (PAN /VAT) * <small>[Attachment should not be more than 5MB in size]</small>	<input type="button" value="Choose File"/> No file chosen	
3	Tax Clearance Certificate * <small>[Attachment should not be more than 5MB in size]</small>	<input type="button" value="Choose File"/> No file chosen	
4	Power of Attorney * <small>[Attachment should not be more than 5MB in size]</small>	<input type="button" value="Choose File"/> No file chosen	
5	Stamp * <small>[Attachment should not be more than 5MB in size]</small>	<input type="button" value="Choose File"/> No file chosen	
6	Signature * <small>[Attachment should not be more than 5MB in size]</small>	<input type="button" value="Choose File"/> No file chosen	
7	Other Documents	<input type="button" value="Choose File"/> No file chosen	<input type="text"/>

### Bidder Registration (Account Details)

Organization Details | Document Details | **Account Details**

Fields marked with (\*) are mandatory.

Registration Title\* Select One

First Name\*

Middle Name

Last Name\*

Designation\*

Contact No. 1\*   
[Contact Number should contain only numbers. Example: 0123456789]

Contact No. 2   
[Contact Number should contain only numbers. Example: 0123456789]

Email 1\*   
[e-mail id should be valid. Example: abc@xyz.com]

Email 2   
[e-mail id should be valid. Example: abc@xyz.com]

Username\*   
[User Name should be minimum 6 character long]

Password\*   
[Password must be minimum 8 character long and contain at least

## General User Opportunities

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Search Opportunities

Title:  IFR No:

Procurement Category:  Procurement Method:

Public Entity:

Last Date of Bid To:  Estimated Contract Value, to:

Search Opportunities Results

Sl. No.	IFB No.	Bid Title	Procurement Category	Notice Published Date	Last Date of Bid Submission	Bid Opening Date	No of Days Left
1	DPDP707112	DPDP707112	Works	12-03-2013 01:15	23-04-2013 01:15	30-04-2013 01:15	41 Days
2	IFB No.111	Goods/NCB/111	Goods	11-03-2013 10:51	15-04-2013 04:47	16-04-2013 04:47	23 days
3	PMOJ707071458	eGP Help Desk	Works	10-03-2013 04:07	23-04-2013 04:07	14-05-2013 04:07	47 Days
4	Ration/Bhairabnstr/70711	Ration/Bhairabnstr/70711	Ration	06-03-2013 11:05	08-04-2013 11:05	20-05-2013 11:05	25 days
5	PMOJ70711234	HexaMachine Server	Goods	06-03-2013 05:41	03-04-2013 01:14	23-04-2013 01:14	20 days
6	123	EOJ7071123	Consultancy Services	07-03-2013 02:45	07-05-2013 02:45	08-05-2013 02:45	65 days
7	GOODS-1123	Goods-Job-Smk	Goods	07-03-2013 11:38	23-04-2013 01:38	23-05-2013 01:38	41 days
8	IFB no-1	Office Setup	Goods	06-03-2013 02:14	07-04-2013 02:14	07-04-2013 02:14	25 days
9	IFB/70711234	HexaMachine Server	Goods	06-03-2013 11:05	23-04-2013 11:05	23-04-2013 11:05	41 days
10	EDMOH/ACS-001	CS-01-2009/70	Consultancy Services	05-03-2013 11:23	08-04-2013 11:23	09-04-2013 11:23	28 days

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## Opportunities for Registered Bidder

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Search Opportunities

Title:  IFR No:

Procurement Category:  Procurement Method:

Public Entity:

Last Date of Bid Submission, From:

Search Opportunities Results

Sl. No.	IFB No.	Bid Title	Procurement Category	Notice Published Date	Last Date of Bid Submission	Bid Opening Date	No of Days Left	View Bid Supplement	Action
1	IFB 301	Goods/CS/301	Goods	12-03-2013 05:58	12-05-2013 05:58	13-05-2013 05:58	80 days		
2	DPDP707112	DPDP707112	Works	12-03-2013 01:15	23-04-2013 01:15	30-04-2013 01:15	41 days		
3	IFB No.111	Goods/NCB/111	Goods	11-03-2013 10:51	15-04-2013 04:47	16-04-2013 04:47	23 days		
4	PMOJ707071458	eGP Help Desk	Works	10-03-2013 04:07	23-04-2013 04:07	14-05-2013 04:07	47 days		
5	Ration/Bhairabnstr/70711	Ration/Bhairabnstr/70711	Ration	06-03-2013 11:05	08-04-2013 11:05	08-05-2013 11:05	25 days		
6	Ration/Bhairabnstr/70711	Ration/Bhairabnstr/70711	Ration	06-03-2013 11:05	08-04-2013 11:05	20-05-2013 11:05	20 days		
7	PMOJ70711234	HexaMachine Server	Goods	06-03-2013 05:41	03-04-2013 01:14	23-04-2013 01:14	20 days		
8	123	EOJ7071123	Consultancy Services	07-03-2013 02:45	07-05-2013 02:45	08-05-2013 02:45	65 days		
9	GOODS-1123	Goods-Job-Smk	Goods	07-03-2013 11:38	23-04-2013 01:38	23-05-2013 01:38	41 days		
10	IFB no-1	Office Setup	Goods	06-03-2013 02:14	07-04-2013 02:14	07-04-2013 02:14	25 days		

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## Bidding Option

1. Bidder can bid:
  - > Alone
  - > JV



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## Bid Submission Template for Bidder

GOODS\_JCB Bid Submission Summary

**General Details**

Bid Notice Number: 
 Bid Title: 
 Bidder Name:

Download Procurement Document:

**Bid Submission Summary**

SI No	Section Title	Status
1	Bid Submission form	<input type="checkbox"/>
2	Financial Statement Form	<input type="checkbox"/>
3	Average Annual Turnover Form	<input type="checkbox"/>
4	Financial Resource Form	<input type="checkbox"/>
5	Pending Litigation form	<input type="checkbox"/>
6	Spending report form	<input type="checkbox"/>
7	Manufacturer's Authorization letter	<input type="checkbox"/>
8	Price Schedules Goods Manufactured Outside Nepal To be Imported	<input type="checkbox"/>
9	Price Schedules Goods Manufactured Outside Nepal already Imported	<input type="checkbox"/>
10	Price Schedules Goods Manufactured in Nepal	<input type="checkbox"/>
11	Price and Completion Schedule Related Services	<input type="checkbox"/>

**Other Details**

SI No	Section Title	Status
1	Description	<input type="checkbox"/>
2	Payment	<input type="checkbox"/>
3	Additional Documents	<input type="checkbox"/>

Do you want to share any information which might be useful to this bidding?  Yes  No

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## Posting Bid Query

Home
Opportunities

**- Search Opportunity**

Title:

Procurement Method:

Public Entity:

Last Date of Bid To:

Estimated Contract Value, to:

FB No:

Procurement Method:

Last Date of Bid Submission, from:

Estimated Contract Value, from:

**- Search Opportunities Results**

Sl. No.	IFD No.	DM Title	Procurement Category	Notice Published Date	Last Date of Bid Submission	Bid Opening Date	Status	Action
1	SQ-001	Goods/Construction Work/001	Goods	2013-04-18 04:30:00.0	2013-05-07 04:51:00.0	2013-05-14 04:30:00.0	Approved	
2	IFD/2013	22-ADD	Works	2013-04-10 01:00:00.0	2013-05-27 03:23:00.0	2013-06-02 00:23:00.0	Approved	
3	FB 12	ADE/23	Works	2013-04-18 05:23:00.0	2013-05-02 05:07:00.0	2013-05-05 07:00.0	Approved	
4	A/B-2/1/0	I-H-24	Consultancy Services	2013-04-21 11:07:00.0	2013-04-27 11:07:00.0	2013-04-23 11:07:00.0	Approved	
5	12-ADD	IFD-20/ADD	Consultancy Services	2013-04-21 12:17:00.0	2013-05-19 11:49:00.0	2013-05-27 11:49:00.0	Approved	
6	work NCU mw/11/0/234/1/0	work NCU mw/11/0/234/1/0	Works	2013-05-19 07:22:00.0	2013-06-03 11:52:00.0	2013-06-03 13:31:00.0	Approved	
7	Work/Ea/k/2070	SBIG/012	Consultancy Services	2013-04-25 02:33:00.0	2013-05-02 01:58:00.0	2013-05-01 01:58:00.0	Approved	
8	9876543210	OW	Works	2013-04-25 02:34:00.0	2013-07-03 02:34:00.0	2013-07-15 02:34:00.0	Approved	
9	Works/IC/CC/BB/70/C01	Construction of Office Building	Works	2013-05-19 02:45:00.0	2013-05-19 02:45:00.0	2013-05-19 02:45:00.0	Approved	
10	296/ND/IC/20/0/0	296/ND/IC/20/0/0	Works	2013-05-02 10:24:00.0	2013-05-03 09:24:00.0	2013-05-10 09:24:00.0	Approved	

## Posting Bid Query (Contd..)

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**Government of Nepal**  
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Public Procurement Monitoring Office (PPMO)  
Government Electronic Procurement System of Nepal (GEPSON)  
National Portal for a Procurement

Server Time: 2013-05-21 11:31:33 NPT

Logged in as Public Bidder [My Profile](#) [Logout](#)

Welcome: Shyam Lal Subedi, Manager, CSC Nepal

**- Bid Details**

Bid Notice No. SQ-001

Bid Title: Goods/Construction Work/001

Bid Category: Goods/Construction Work/001

Sealed Quotation Code:

**- Post Query**

Type:

Unit:

**- Query Table**

No query has been posted

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Any Queries?

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***Thank you***