

एसजेवीएन अरुण-3 पावर डवलपमेंट कंपनी प्रा. लि.  
**SJVN Arun-3 Power Development Company Pvt. Ltd.**

(एसजेवीएन की पूर्ण स्वामित्व वाली अधीनस्थ कंपनी)

(A wholly owned subsidiary of SJVN)

900 मेगावाट अरुण-3 जलविद्युत परियोजना

**900 MW Arun-3 Hydro Power Project**

Regd. No.: 111808/69/070



Ref. No.: SAPDC/P&C/Arun-3HEP/RFP-14/2025-955

Dated: 09.10.2025

**Request for Proposals (RFP)**

Sealed Insurance proposals are hereby invited by SJVN Arun-3 Power Development Company Pvt. Ltd. (SAPDC) (the Employer) from the eligible Insurance Companies of Nepal for **“Insurance of Fixed Assets of SJVN Arun-3 Power Development Company Pvt. Ltd.(SAPDC), Tumlingtar, Distt. Sankhuwasabha, Nepal for a period of one (01) year.”** as per the details provided here-in-below:

Sr. No.	Description	Remarks
1.	Bill of Quantities (BOQ)	Refer <i>Annexure ‘A’</i>
2.	Scope of work/Insurance	Refer <i>Annexure ‘B’</i>
3	Terms and Conditions for Insurance	Refer <i>Annexure ‘C’</i>
4.	General Information of bidder/Insurance Companies	Refer <i>Annexure ‘D’</i>
5.	Form of declaration	Refer <i>Annexure ‘E’</i>
6.	Bank Account Details	Refer <i>Annexure ‘F’</i>
7.	Bid Security Declaration	Refer <i>Annexure ‘G’</i>
8.	Undertaking regarding Declaration of Eligibility	Refer <i>Annexure ‘H’</i>

**1. Eligible Bidders**

- This Invitation for Bid is open to all the bidders registered in Nepal who meet the Qualification Criteria as defined hereunder.
- Bidders should not have as an individual or as a partner in JV banned/ de-listed/ black-listed/ debarred from business by any PSU/Govt. Deptt. /SAPDC during the last 03 (three) years on grounds of corrupt/fraudulent practices and/or on any ground. An undertaking to this effect shall be furnished by the bidder as per the format attached **Annexure-‘H’**.

**2. Minimum Qualifying Requirements:**

- Insurance company should be registered in Office of Company Registrar, Government of Nepal.
- Insurance company should be register in Insurance Regulatory Authority of Nepal /Nepal Insurance Authority under Insurance Act 2049 B.S / 2079 B.S under Non-Life Insurance Category. The license should be valid on the last date of submission of bid.
- Bidder intends to participate as Joint Venture/ Consortium are not allowed to bid.

**3. Submission of Bid:-**

The bidder must submit the bid in the following two separate sealed envelopes **{PART-I (Envelope-1) & PART-II (Envelope-2)}** clearly indicating the contents therein duly super scribed as under and these two envelopes should be enclosed in a single sealed envelope/cover super scribed as **“Insurance of Fixed Assets of SJVN Arun-3 Power Development Company Pvt. Ltd. (SAPDC), Tumlingtar, Distt. Sankhuwasabha, Nepal for a period of one (01) year.” (RFP-14/2025)”** and submitted at the address of the undersigned and must reach this office through courier or by post or by hand on or before

**24.10.2025 by 1530 Hrs.** and same shall be opened on **24.10.2025 at 1600 Hrs.** in presence of authorized representative of firms who choose to attend.

**Further, In the “Techno-Commercial” part {i.e. in PART-I (Envelope-1)} of the bid the bidder shall not give any indication about the bid price in any manner whatsoever. Non-compliance of this provision may result in the rejection of bid.**

**4. Contents of Bid:**

**PART-I (Envelope-1):-**

- i. Copy of PAN/VAT registration, Certificate of Incorporation along with Memorandum of Association (MoA) and Article of Association (AoA) of company.
- ii. Documentary proof for meeting out criteria laid down at Sr. No. 2 (MQR) above.
- iii. Duly signed and stamped copy of Annexure-‘B’ (Scope of work/Insurance).
- iv. Duly signed and stamped of Annexure-‘C’ (Terms and Conditions for Insurance).
- v. Duly filled in, signed & stamped ‘General Information of bidder/Insurance Companies’ as per Annexure-‘D’
- vi. Duly signed and stamped ‘Form of declaration’ as per Annexure-‘E’.
- vii. Bank Account Details as per Annexure-‘F’.
- viii. Bid Security Declaration as per Annexure-‘G’.
- ix. Undertaking regarding Declaration of Eligibility as per Annexure-‘H’.
- x. Bidder shall submit the relevant document to substantiate the Annual Turnover for FY of preceding three years (FY 2021-22, 2022-23 & 2023- 24) & Document to substantiate the percentage of claim settlement (in non-life category) for Year 2023-24.
- xi. Bidder may also submit the other documents i.r.o. policy/proposal/benefit details etc. **(Except Price Bid).**

**Further, In the “Techno-Commercial” part {i.e. in PART-I (Envelope-1)} of the bid the bidder shall not give any indication about the bid price in any manner whatsoever. Non-compliance of this provision may result in the rejection of bid.**

**PART-II (Envelope-2):-**

**Price bid:-** Comprising of Price Bid at **Annexure-A** i.e., duly filled, signed and stamped in Bill of Quantities (BOQ).

**5. Opening of Bid:**

The bids shall be opened on the date and time indicated at Sr. No. 3 above, in the office of CE/HoD (P&C), SAPDC, Tumlingtar, Distt. Sankhuwasabha, Nepal.

The bid shall be opened in the following sequence: -

- i. First, the envelope Part-I shall be opened.
  - ii. Part-II (Price Bid) of responsive bidders/Insurance Companies shall be opened subsequently on same day, if no clarification is required from the Bidder(s). In case clarification is sought from the Bidder(s), separate intimation shall be given for opening of Price Bid(s) of responsive bidder(s).
6. **Scope of work:** The Scope of work/Insurance & Terms and Conditions for Insurance for present assignment shall be as per Annexure- ‘B’ & Annexure-‘C’ of this RFP Document.
7. **Bid Validity:** The bid (s) shall be valid for 90 days from the opening of bid (s).

8. **Bid Security Declaration:**

The Bidder shall furnish, as part of its bid, a Bid Security Declaration as per *Annexure- 'G'*. The bid security shall be on Letter head of the Bidder. Declaration of Bid Security in original shall be submitted along with bid.

Any Bid not accompanied by an acceptable Bid Security Declaration shall be rejected by the Employer as non-responsive.

The Bidder shall be suspended for participation in the tendering process for works of SAPDC for a period of one year from the date of issue of notice of such suspension by the Employer if the Bidder withdraws its Bid or varies any terms & conditions in regard thereto during period of bid validity or if the Bidder adopts corrupt or collusive or coercive or fraudulent practices.

9. **Evaluation:**

- i. The evaluation of Insurance Proposal (RFP) shall be based on the responsiveness to the condition of proposal.
- ii. The *Annexure- 'A' (BoQ)* i.e. **“Schedule of Premium to be charged”** will be accepted only of those Insurers whose offer is complete in scope and do not contain any significant deviation from the RFP document of SAPDC.

Bidders/Insurance Companies should clearly indicate the list of ‘Exclusions and Assumptions’ (if any) in the proposal they submit to SAPDC.

- iii. The Insurers whose offer is found complete in all respect without any significant deviation and offering lowest price at **Annexure-A (BOQ) i.e. “Schedule of Premium to be charged”** for the complete scope will be considered for award & in accordance with the Clause 12 (Award Criteria) of this RFP as below.

10. **Schedule of Premium to be charged:**

The bidder shall offer annual premium per person basis "on Firm price Basis" and which shall not be subject to adjustment on any account. However, **the bidder is required to fill the rates in Annexure- 'A' (BoQ) for One (01) years.** The quoted rates shall be **exclusive of VAT (if applicable) & Stamp which shall be paid as per actual by SAPDC.** Any new statutory variation occurs in accordance with laws and regulations under the contract including rate of taxes after 7 days before the last date of submission of bid (if any), during the currency of the Contract including extension thereof shall be reimbursed/ adjusted on production of documentary proof.

Rate/annual premium per person should be filled in both figures and words. In case of ambiguities in between the Rate/annual premium per person in figures and in words, the Rate/annual premium per person quoted in words shall prevail. The SAPDC reserves the right to adjust arithmetical or other errors in any tender in the way which it considers suitable.

11. **Payment:**

Premium shall be paid by the HR Deptt., SAPDC, Tumlingtar, as per actual Capital sum insured after production of bill/demand note by the successful Insurance Company. DGM(HR)/HOD(HR) shall be the Officer-in-Charge (OIC) for the said assignment.

12. **Award Criteria:**

- i. The evaluation of Insurance Proposal (RFP) shall be based on the responsiveness to the condition of proposal.
- ii. The *Annexure- 'A' i.e. (BoQ)* **“Schedule of Premium to be charged”** will be considered only of those Insurers whose proposal is complete in scope and do not contain any significant deviation in the proposal from conditions of RFP document.

- iii. The Insurers whose proposal is found complete in all respect without any significant deviation and offering lowest price for the complete scope will be considered for award.

In case of Premium offered by two or more responsive bidders/Insurance companies are same then, the bidder/Insurance company whose percentage of claim settlement (in non-life category) for Year 2023-24 is higher, is considered as L-1 bidder & award may be made in favour of that firm/bidder/Insurance company. Further, if Premium offered by two or more responsive bidders/Insurance companies are same & percentage of claim settlement (in non-life category) is also same then, the bidder/Insurance company whose average annual turnover of preceding three years (FY 2021-22, 2022-23 & 2023- 24) is higher, is considered as L-1 bidder & award may be made in favour of that bidder/Insurance company.

SAPDC may seek the clarification and supporting documents i.r.o. above matter. If firm fails to furnish the relevant documents in support of above said matter i.e. in support of percentage of claim settlement (in non-life category) and/or annual turnover, then the bid/proposal shall be evaluated on the available document.

**13. Rejection of the offer and other conditions:**

- i. SAPDC reserves the rights to reject any or all of the proposal either in part or in full without assigning any reasons whatsoever.
- ii. The Insurers taking any significant deviation from conditions of RFP document shall be rejected.
- iii. After closing time of submission of proposals, no changes will be acceptable in case any Insurer submits any type of document, its offer will be rejected.
- iv. Any incomplete offer for Annexure-A 'Schedule of Premium to be charged', will be considered as deviation and the offer of such Insurer will not be considered for award and shall be rejected.

**14. Liability:**

The Insurer shall be solely liable and legally responsible to SAPDC for collection of premiums, issue of policy documents, prompt settlement of claims etc. and to pay claims to the full extent subject to terms and conditions of policy.

**15. Policy Period:**

The Policy shall be initially for a period of one year from the date of issuance of Letter of Acceptance (LoA) and may be extended further for one year or part thereof subject to same rates, terms & conditions, and based on the certification of satisfactory performance by the Officer-in-Charge (OIC).

Policy shall come into force from date & time on receipt of insurance premium in the bank account of Insurer. Insurance policy shall be handed over to the SAPDC within 48 hours from the receipt of premium. Further, Insurer Company shall also submit/provide the claim form and detail of required document for reimbursement of claim or any other form (if any) at the time of Issuance of Policy.

**16. Termination:**

This Insurance may be terminated at any time on the request of the SAPDC, in that case the Insurance Company will retain the premium at customary short period rate for the time the policy has been in force and balance premium will be refunded to the SAPDC. This insurance may also at any time be terminated at the option of the Insurance Company on 15 days' notice to that effect being given to the SAPDC in which case the Insurance Company shall be liable to repay on demand a ratable proportion of the premium for the un-expired term from the date of the cancellation

**17. Modification and withdrawal of Bid:**

No bid can be withdrawn or modified in the interval between the bid submission deadline and the expiration of the bid validity period specified in Bid documents. The bidder may modify or withdraw his bid prior to the deadline prescribed for submission of bids.

**18. Clarification of Bids:**

During evaluation, the SAPDC may, at its discretion, ask the bidder for any clarification of its Proposal. The request for clarification and the response shall be in writing, and no change in the price or substance of the Proposal shall be sought, offered or permitted.

**19. Language of the Bid:**

All information in the Bid, correspondence and supporting documents, printed literature related to the Bid shall be in English. In case of documents being in language other than English, translated copies shall be submitted with the bid. In the event of any discrepancy in meaning, the English language copy of all documents shall govern.

20. For any enquiry/clarification for submission of bid and any other information, the Bidders may contact to:-

Name	Designation	Contact No.	Address
Er. Sudeep Kumar Bhargava	CE (P&C)	+977-29-575154	Arun-3 HEP, SAPDC, Satluj Bhawan, Arun Sadan, Tumlingtar, Distt. Sankhuwasabha, Nepal.
Er. Neeraj Kumar	Manager (P&C)		

**Note:** Insurer/Bidder may also seek clarification on the terms and conditions including Scope of Policy Cover for Insurance mentioned in the document by the last date of bid submission. If it is determined that clarifications sought is necessary required for this document, the corrigendum shall be issued accordingly.

**21. Corrupt or Fraudulent Practices:**

The Employer requires the bidders/Contractors under this contract observe the highest standard of ethics during the procurement and execution of this contract. In pursuance of this policy, the Employer:

(a) defines, for the purpose of these provisions, the terms set forth below as follows:

(i) “corrupt practice” means the offering, giving, receiving or soliciting anything of value to influence the action of a public official in the procurement process or in contract execution; and

(ii) “fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to be detriment of the Employer, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Employer of the benefits of free and open competition.

(b) will reject a Bid for award of work if he determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

(c) will declare a Bidder ineligible, either indefinitely or for a stated period of time, to be awarded a contract/contracts if he at any time determines that the Bidder has engaged in corrupt or fraudulent practices in competing for, or in executing, the contract.

**22. Resolution of Dispute:**

In case of any dispute or difference, the same shall be referred to the Sole Arbitrator, who shall be appointed by the CEO, Arun-3 HEP, SAPDC, Tumlingtar. The award of the arbitrator shall be final and binding on both the parties.

23. Courts of Chainpur (Nepal) shall have exclusive Jurisdiction for adjudication upon the dispute arising out of the subject cited contract between the parties.

24. The contract shall be governed by and interpreted in accordance with the laws in force in Nepal.

25. Corrigendum/Addendum, if any to RFP shall be uploaded on websites [www.sapdc.com.np](http://www.sapdc.com.np), [www.sjvn.nic.in](http://www.sjvn.nic.in).
26. SAPDC reserves the right to cancel / withdraw the RFP without assigning any reason thereof and shall bear no liability whatsoever consequent upon such a decision
27. More than one bid from the same bidder shall disqualify the bidder from participation in the bid.

28. **General Terms:**

- a. The Insurance Company shall entertain the claims routed through HR Department of SAPDC only.
- b. The claim shall be settled within a period of one month from the submission of the entire required documents to the insurance company.
- c. In respect of matters which are not specifically covered in the above scheme, the provisions of the policy taken from the insurers will be followed. Further in case of differences if any in the provisions of the scheme and that of the Insurance Policy, the later shall prevail.

**For & on the behalf of SAPDC**

**Sd/-**

**Chief Engineer (P&C),  
Arun-3 HEP, SAPDC  
Satluj Bhawan, Arun Sadan,  
Tumlingtar, Distt. Sankhuwasabha, Nepal  
Ph. +977-29-575154,  
E-mail Address:  
[pnc.sapdc@sjvn.nic.in](mailto:pnc.sapdc@sjvn.nic.in)**

**Bill of Quantities (BOQ) /‘Schedule of Premium to be Charged’**

**Subject: (RFP-14/2025): “Insurance of Fixed Assets of SJVN Arun-3 Power Development Company Pvt. Ltd.(SAPDC), Tumlingtar, Distt. Sankhuwasabha, Nepal for a period of one (01) year.”**

<b>Sr. No.</b>	<b>Description</b>	<b>Lump sum Insurance Premium (In NPR) (Excluding VAT &amp; Stamp duty) (In figures)</b>	<b>Lump sum Insurance Premium (In NPR) (Excluding of VAT &amp; Stamp duty) (In words)</b>
1	Lump sum Insurance Premium to be charged for insurance of assets against Earthquake, terrorism, RSMD, floods and other natural calamities etc. as per Scope of work/Insurance <b>at sr. no. 1) I. of Annexure-B (Scope of Insurance)</b> for the Total Net Value indicated as <b>NPR 1,100,249,196.36 /-</b>		
2	Lump sum Insurance Premium to be charged for insurance of assets against <b>Burglary/Fire</b> as per Scope of work/Insurance <b>at sr. no. 1) II. of Annexure-B(Scope of Insurance)</b> for the Total Net Value indicated as <b>NPR 149,123,718.20/-</b>		
	<b>Grand Total Amount/premium (NPR) (Exclusive of VAT &amp; Stamp duty) for One(01) year</b>		

**Note:**

1. VAT (if applicable) & Stamp Duty which shall be paid extra as per actual by SAPDC.

**Date:**

**Place:**

**(Signature of authorized representative of the Bidder/Insurer,  
along with his name, Seal of Company)**

**SCOPE OF WORK//INSURANCE**

- 1) Policy shall cover insurance of fixture, furniture and the capital assets etc. of SAPDC offices/sites located across Nepal for the total sum insured equivalent to Total Net Value of Assets as detailed below:

**I. Assets to be insured against Earthquake, terrorism, RSMD, floods and other natural calamities etc.**

SN	Descriptions	Net Book Value
1	Buildings	831,850,242.28
2	Bridges (Kaguwa Khola Bridge)	119,275,235.88
3	Plant and Machinery	15,346,461.40
4	Furniture and Fixtures	76,870,152.75
5	Electrical Works	13,762,658.66
6	Electrical equipment's	22,968,327.87
7	Office equipment's	13,162,845.05
8	Data Processing equipment's	5,139,679.47
9	Store Items	1,873,593.00
<b>Total Net Value of Assets (NPR)</b>		<b>1,100,249,196.36 /-</b>

**II. Assets to be insured against Burglary/Fire Insurance**

SN	Descriptions	Net Book Value
1	Plant and Machinery	15,346,461.40
2	Furniture and Fixtures	76,870,152.75
3	Electrical Works	13,762,658.66
4	Electrical equipment's	22,968,327.87
5	Office equipment's	13,162,845.05
6	Data Processing equipment's	5,139,679.47
7	Store Items	1,873,593.00
<b>Total Net Value of Assets (NPR)</b>		<b>149,123,718.20/-</b>

- 2) **Period of Policy:** The period of policy shall be one(01) year which can be extended by one more year (or part thereof) on same terms & conditions based on satisfactory performance of Insurance Company. The policy shall come into force from date & time on receipt of insurance premium in the bank account of insurance Company. Insurance policy shall be handed over to SAPDC within 48 hours from receipt of premium.
- 3) **Deductibles:**
- Deductible: 5% if each and every claim subject to a minimum of NPR 50,000/-
  - In case of theft/burglary cover – Deductible – 5% of claim amount subject to a minimum of NPR 10,000/-

**TERMS AND CONDITIONS FOR INSURANCE**

**A. GENERAL TERMS AND CONDITIONS FOR INSURANCE**

- 1) The terms and conditions of insurance cover and the policies, warranties and clauses need to be strictly in line with the provisions and notifications issued by Nepal Insurance Authority from time to time.
- 2) The Service Provider must agree with all the Terms and Conditions specified in the RFP document. The policy issued by the Insurer must be compliant with the T&C of the RFP document.
- 3) Fair disclosure of material features relating to the risks should be disclosed by the Buyers to the insurers to enable them understand the risks and quote appropriate terms.
- 4) The Buyer reserves the right to reject the tender / bid if the proposal of the bidder mentions exceptions, conditions or special conditions that are not aligned with the Terms and Conditions as specified by the Buyer in the RFP document.
- 5) During pre-qualification and evaluation of the bid, the Buyer may, at its discretion, ask bidders for clarifications on their proposal. The respondents are required to respond within the time frame prescribed by the Buyer.
- 6) Insurer should clearly indicate the list of ‘Exclusions and Assumptions’ in the proposal they submit to Buyer.
- 7) Once an insurance has been awarded (policy has been purchased) for a given period, the insurance company shall have no right to unilaterally terminate the operation of the policy during this period.
- 8) In case there is an addition during the contract (policy) period, the coverage would be extended without any reservation. The Buyer will intimate all such new additions to the Insurer periodically. Additional premium, if any, due to such inclusion may be advised to Buyer periodically. Similarly, for separations the Buyer will inform the Insurer and the premium to be paid by Buyer would be pro-rated/ recalculated.
- 9) In case of foreclosure of the policy/contract, the premium on pro rata basis should be refunded
- 10) Risk will not be assumed by the Insured unless premium is paid before the risk inception date/time.
- 11) Insurance companies may offer Add-on covers as per Nepal Insurance Authority guidelines in-addition-to the coverage sought in this Tender. No weightage will be given to such Free Add-on covers during bid evaluation. However, any such Add-Ons indicated in proposal by Bidder must mandatorily be offered to all the insured.
- 12) The bidders (Service Providers) must not divulge personal information of the insured to any external party, without the consent of the Buyer
- 13) In case of any grievances, Buyer may file complaints either with the concerned Insurance Company or with Nepal Insurance Authority.
- 14) The details of the Insurance Ombudsman for all jurisdictions must be clearly indicated by the Service Provider, where necessary. Before the end of contract, the Insurer must give a detailed report with the statistics of the insurance claimed during the period

- 15) The Buyer may at its sole discretion and at any time during the evaluation of proposal, disqualify any bidders, if the bidder makes any misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements or if the bidder fails to provide related clarifications sought by Buyer within the stipulated timelines.
- 16) Service Provider must keep confidential any information received from or about Buyer because of or in connection with the submission of the bid response. The Buyer will also not disclose the information provided by Bidder in a response other than to its affiliates or to its professional advisors, unless required otherwise by any provisions of law.
- 17) Whilst all reasonable care has been taken by Buyer when providing information in this bid document, the figures, documents and details are presented in good faith. Bidders indemnify Buyer from any claims, liabilities or costs that may arise due to this. Bidders may seek additional information where deemed necessary but the decision to provide any additional details will be the sole discretion of the Buyer.

**B. SPECIAL TERMS AND CONDITIONS FOR ASSET INSURANCE**

- 1) The Buyer must inform the Insurer in the event of movement (change in location) of any of the insured assets
- 2) The insurance Company shall appoint a surveyor immediately on receipt of claim(s) intimation from Buyer and shall coordinate for immediate settlement of claim
- 3) If an item is added or the scope of coverage (sum insured) is increased during the policy period, the proportionate premium for the unexpired period of insurance will be paid to the Insurer.
- 4) If an item is removed from the coverage or its coverage (sum insured) is decreased during the policy period, the proportionate premium for the unexpired period of insurance will be refunded by the Insurer to the Insured.
- 5) If any ongoing modernization activity of Buyer results in capacity addition during the period of insurance, pro-rata premium will be paid for the unexpired period of insurance for the additional value of the augmented capacity.
- 6) Insurance Company to furnish a declaration stating compliance with all guidelines of Nepal Insurance Authority. The Buyer (Insured) will not be responsible in case of any non-compliance by the Insurer with the guidelines of the regulator.
- 7) The insurance Service Provider shall submit to the Buyer a statement of “Claims Pending for Settlement with reasons” and “Claims Settled in the previous month” in the first week of every month. The details must be provided in the format specified by the Buyer.
- 8) In case the Contract is terminated for any reason, the Insurance Service Provider shall be under obligation to refund pro-rata premium for the un- expired period apart from settling all pending claims.

**Annexure-‘D’**

**General Information of bidder/Insurance Companies**

<b>Sr. No.</b>	<b>Description</b>	<b>Particulars (To be filled by Insurance Agency)</b>
1.	<b>Name and address of the Insurer</b>	
2.	<b>Fax/ e-mail address</b>	
3.	<b>Phone No. (Office)</b>	
4.	<b>Name, designation, contact no. and email address of the official of the Insurer to whom all the references shall be made</b>	
5.	<b>Insurer to whom all the references shall be made at</b>	
(a)	<b>Head Office (HO)-</b>	
(b)	<b>Divisional Office (DO)-</b>	

**Date:  
Stamp**

**Signature of Authorized Official with Designation and**

**FORM OF DECLARATION**

We, M/s \_\_\_\_\_ (name of Bidder/Insurer) having its registered office at \_\_\_\_\_ (hereinafter referred to as 'the Bidder/Supplier') having carefully studied completed RFP document & its Terms & conditions etc. and all corrigendum (if any) pertaining to the "Insurance of Fixed Assets of SJVN Arun-3 Power Development Company Pvt. Ltd.(SAPDC), Tumlingtar, Distt. Sankhuwasabha, Nepal for a period of one (01) year." (RFP-14/2025)" the local and site conditions and having undertaken to execute the said works, DO HEREBY DECLARE THAT:

- 1) We are familiar with all the requirements of the Contract and has not been influenced by any statement or promise of any person of the Employer.
- 2) We undertake that all the documents uploaded along with the RFP document have been read and there is no deviation from the terms and conditions of the RFP document including Corrigendum/Addendum (if any). The submitted Techno-Commercial/Price Bid proposals are without any deviations and are strictly in conformity with the documents issued by the Employer.
- 3) We are experienced and competent Bidder to perform the Contract to the satisfaction of Employer and are familiar with all general and special laws, acts, ordinances, rules and regulations of the Government of Nepal that may affect the work, its performance or personnels employed therein.
- 4) The above statement submitted by us is true and correct to our best knowledge.

**Date:**  
**Bidder/Insurer**

**For and on behalf of the**

.....

**(Signature of authorized representative  
of the Bidder/Insurer, along with his name, Seal of Company)**

**BANK ACCOUNT DETAILS(RFP-14/2025)**

<b>Sr. No.</b>	<b>Particulars</b>	<b>#To be filled by bidder(s)</b>
<b>1.</b>	<b>Name of Bidder as per Bank record</b>	
<b>2.</b>	<b>Bank account number</b>	
<b>3.</b>	<b>Bank name</b>	
<b>4.</b>	<b>Branch address</b>	

*#Copy of cancelled cheque may also be attached*

**For and on behalf of the bidder /Supplier**

.....

**(Signature of authorized representative of the  
Bidder/Supplier, along with his name, Seal of Company)**

**Annexure-‘G’**

**(To be executed on Letterhead of the Bidder) (RFP-14/2025)**

**(Bid Security Declaration)**

**Tender No:**

**Date:**

**To**

**CE (P&C), SAPDC  
Satluj Bhawan, Arun Sadan, Tumlingtar,  
Distt. Sankhuwasabha, Nepal**

I hereby submit a declaration that the bid submitted by the undersigned, on behalf of the bidder, *[Name of the bidder]*, shall not be withdrawn or varied during the period of bid validity as stipulated in the RFP Document.

I, on behalf of bidder, *[Name of the bidder]*, also accept the fact that in case the bid is withdrawn or varied any term & condition in regard hereto during the period of bid validity, or if we adopt the corrupt or coercive or fraudulent practices, then *[Name of the Bidder]* will be suspended for participation in the tendering process for the works of SAPDC, for a period of one year from the date of issue of notice of such suspension by the Employer.

Date:  
Signatory)  
Place:

(Signature of Authorised  
(Name).....  
(Designation)

.....  
(Common Seal).....

*\* In case of a sole Bidder, Bid Security declaration should be on the letterhead of the Bidder and should be signed by a person competent to bind the Bidder. Proof of same in form of Power of Attorney or other document may be enclosed with the bid.*

**UNDERTAKING REGARDING DECLARATION OF ELIGIBILITY(RFP-14/2025)**

To: [Name and address of

Employer] Dear Sir,

It is hereby certified that, we.....{Insert Name of Bidder/Firm)  
as

an individual or as a partner in JV are not banned/ de-listed/ black-listed/ debarred from  
business by any PSU/Govt. Deptt./SAPDC during the last 03 (three) years on grounds of  
corrupt/fraudulent practices and/or on any ground. We will immediately inform to  
Employer (SAPDC) in case of any change in the status any time here in after.

We

remain,

Yours

sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Bidder/Firm

Address:

Seal of the Bidder/Firm\_\_\_\_\_