



Office of the Company Registrar

Tripureshwor, Kathmandu

REQUEST FOR EXPRESSION OF INTEREST

Publication Date: 06-01-2023

Title of Consulting Service: EOI/OCR/03/2079/80

Name of Project: AMC for OCR Software

1. The Office of the Company Registrar now invites Expression of Interest (EOI) from eligible consulting firms (“consultant”) to provide the following consulting services:
OCR Information System Maintenance & Support & Data Center & Help Desk Operation.
2. Interested eligible consultants may obtain further information, eligibility Criteria, JV Conditions, evaluation criteria etc by writing or visiting at the address:
Office of the Company Registrar Tripureshwor, Kathmandu.
Email: info@ocr.gov.np
Phone No: 015363089

During office hours or visit e-GP system www.bolpatra.gov.np/egp or visit the client’s website www.ocr.gov.np .

3. Expressions of interest shall be delivered online through e-GP system www.bolpatra.gov.np/egp on or before 20-01-2023 12:00.
4. In case the last date of obtaining and submission of the EOI documents happens to be a holiday, the next working day will be deemed as the due date but the time will be the same as stipulated.
5. EOI will be assessed based on Qualification 50.0 %, Experience 40.0 %, and Capacity 10.0 % of consulting firm and key personnel. Based on evaluation of EOI, only shortlisted firms will be invited to submit technical and financial proposal through a request for proposal.
6. Minimum score to pass the EOI is 70.