

**The Embassy of Nepal
Washington, DC, USA**

**Invitation for Bids for the
Procurement of a Building**

Contract No: 01/2016-17

First publication Date: 1 February 2017

1. The Embassy of Nepal, Washington, DC (Embassy or EoN) invites sealed bids or electronic bids from interested and eligible bidders for the Procurement of a building for the use of the Embassy.
2. Interested bidders may obtain required information and inspect the bidding documents at EoN, Washington, DC, 2131 Leroy Place, N.W., Washington, DC 20008; telephone no. 202-667-4550 or may visit the Embassy's website: www.nepalembassyusa.org. The Bidding Documents may be purchased by the interested bidders from the Embassy for a non-refundable fee of US\$ 93 (Ninety-Three only) within office hours (Monday to Friday, between 9 am and 5 PM) up to **2 March 2017**).
3. Bidders who choose to submit their bid electronically may download the bidding documents for e-submission from the Embassy's website. Bidders submitting their bid electronically should deposit the cost of bidding document (as specified above) into the Embassy's account as specified below, and the scanned copy (pdf format) of the Bank Deposit Voucher shall be attached along with the bid document at the time of electronic submission of the bids. The bid documents can be submitted as attachments to email sent to conwashington@mofa.gov.np or info@nepalembassyusa.org. The cost of bidding document can be deposited into:

Name of the Bank: **National Bank of Pakistan**
Name of Office: **Embassy of Nepal, Washington, DC**
Account No. **501100111**
4. Pre-bid meeting shall be held at the Embassy at 14:00 hrs. on **21 February 2017**.
5. Sealed or electronic bids must be submitted to the Procurement Unit, Administration Section, EoN, Washington, DC by hand/courier or through email as specified above on or before **12:00 hrs. on 3 March 2017**. Bids received after this deadline will not be accepted. Bids shall be sealed in an envelope addressed to the Administration Section, Embassy of Nepal, Washington, DC, indicating name of contract, contract identification number, and the bidder's name and address.
6. The bids will be opened in the presence of Bidders, or their representatives, who choose to attend at **14:00 hrs. on 3 March 2017 at the Embassy**.
7. The Bidders, who submit their bid electronically, shall provide their original documents to the Embassy by or before the day of bid opening.

8. Bids must remain valid for a period of 120 days from the day of bid opening and must be accompanied by an affidavit from the owner that the building shall remain available for purchase by the Embassy up to that date, if the Embassy decides to purchase the building.
9. If the last date of purchasing and /or submission of bids falls on the Embassy's holiday, then the next working day shall be considered as the last date.
10. The Purchaser reserves the right to amend or correct and accept or reject, wholly or partly, any or all the bids without assigning any reasons, whatsoever.
 - a) The Building will be purchased as per the Specifications mentioned below, or as deemed appropriate by the Embassy.
 - b) Any amendments to this notice shall be published on the notice board of the Embassy and on the Embassy's official website www.nepalembassyusa.org.
 - c) Interested bidders may obtain further information from the Embassy during office hours.
 - d) Matters not specified in this notice and/or the Bidding Document will be as decided by the Embassy

Specification of the Building/ Property:

General Requirements:

- **Area and Distance:** The location of the Building/ property should be within the Washington DC and/or within 20 minutes driving distance from the Location of the Nepalese Embassy.
- **TITLE:** Title to the Property, including all chattels included in the purchase, shall be good and merchantable, free of liens and encumbrances except specified in the bid document.
- **Bid acceptance contingencies:** The bid acceptance and award will be contingent upon all the inspections (Annex-I), certifications and upon satisfying the current purchasing procedure of the State and local jurisdiction.

Space:

- **Living Space and Bedrooms:** The building should have minimum of 6 bedrooms and appropriate number of bathrooms. The living space of the Building should be minimum of 10,000 SF.
- **Reception and Meeting Space:** It should have inside space (Ball Room/ Reception Hall) to accommodate about 150 to 200 people.
- **Outside Recreation area:** There should be reasonable usable area/ recreation area outside the building on the lot.
- **Special Areas:** At minimum, it should have one Media Room, Formal Dining Room, Formal Reception and Family room.

HVAC System:

- The building should have Central Air conditioning system, Forced Air Heating or better technology (radiant heating), Natural gas or electric (No oil heating).

Security System:

- The Perimeter of the building should be Fenced and equipped with the Security Gate. Building should be equipped with Electric Alarm, Fire Detect System, Smoke Detector.

Additional Features:

- 24 Hours Monitoring system, Communication system, Electronic Controlled system, Central Vacuum would be a plus.

Parking:

- Minimum of 8 to 10 Parking space including Garage and Driveway.

Public Water and Sewer:

- The Building should be served by public water and sewer system.

Annex-I: Inspections:

SCOPE AND LIMITATIONS OF INSPECTIONS:

In general, the property may be inspected for General conditions, Existing Conditions, Concrete, Masonry, Metals, Wood, Plastics, and Composites, Thermal and Moisture Protection, Openings, Finishes, Specialties, Equipment, Furnishings, Special Construction, Conveying Equipment, Fire Suppression, Plumbing, Heating, Ventilating, and Air Conditioning (HVAC), Integrated Automation, Electrical, Communications, Electronic Safety and Security, Exterior Improvements, Utilities and Transportation, Material Processing and Handling Equipment.

The purpose of any inspection(s) selected below is to discover unsatisfactory conditions, if any, of the components and systems of the Property, and any other conditions identified in the subsections below.

ITEMS TO BE INSPECTED:

Structural and Mechanical:

Inspection may include, but is not limited to, foundations and/or basement (including chronic water penetration), floor systems, ceilings, doors and windows, roof, insulation, exterior and interior wall systems, decks, porches, garages, plumbing, and electrical systems, heating and cooling systems and components, appliances, and mechanical equipment, and also other conditions as noted:

Mold: Air quality and surface samples in any area of the interior or exterior of the structures, including garage, to determine evidence of mold or mold spores of any kind and level(s) of toxicity.

Environmental:

Inspection(s) may include, but are not limited to, the presence of asbestos, existence and integrity of underground oil/gasoline tanks, presence of solvents/paint thinners, urea formaldehyde foam insulation (UFFI), synthetic stucco (EIFS), polybutylene piping, mold spores, and other items if noted:

- **Radon:** In accordance with Environmental Protection Agency (EPA) testing protocols to determine whether the radon level (or average radon level if the test results are reported as an integrated average over time) equals or exceeds the action level as determined by the EPA.
- **Chimney Inspection:** Property's chimney(s), flue(s), and fireplace(s) inspected by a qualified expert, selected by Buyer, to determine safety and structural soundness.
- **Lead-Based Paint Hazard Inspection:** Inspection of the Property for the presence of lead-based paint and/or lead-based paint hazards by the certified individual.
- **Additional Inspections:** Any other Inspections as recommended by the inspectors.