

**TENDER NOTICE**

First Publish Date: 14th February 2020

**Tender Reference No. SCI/NEP/ITT/2020/001**

**Save the Children** believes every child deserves a future. In Nepal and around the world, we give children a healthy start in life, the opportunity to learn and protection from harm. We do whatever it takes for children – every day and in times of crisis – transforming their lives and future we share. Save the Children expects that anyone associated with it abides by its Child Safeguarding Policy.

**Save the Children Nepal Country Office** is inviting tenders for various insurance policies (such as medical, GPA, vehicle, assets, transit etc).

Interested Insurance Company may request tender document by sending email at nepal.tenders@savethechildren.org or can collect from Save the Children’s Office, Sinamangal. Prospective bidders should submit **request letter with tender reference number SCI/NEP/ITT/2020/001 as mentioned above, your company name, your name, contact number, other valid email addresses with scanned/copy of company registration, VAT registration, FY 2075/76 Tax clearance certificate**.

**PRE-BID MEETING:** 2nd March 2020, Monday, 10:00 am

**LAST DAY TO COLLECT BID DOCUMENT:** 2nd March 2020, Monday, 4:00 pm

**LAST DAY TO SUBMIT BIDS: 10**th March 2020, Tuesday, 4:00 pm

**OPENING OF TENDER:** 11th March 2020, Wednesday, 10:00 am

All tenders must be submitted in sealed envelopes at our office address as mentioned below. Detailed information is available in tender response documents.

Save the Children reserves the right to award none, partial or the entire bids to one or more bidders

**Supply Chain Department**

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