﻿﻿**﻿USAID Karnali Water Activity**

**Request for Proposal (RFP)**

**DAI for USAID Karnali Water Activity**, invites qualified service providers for office support service for Kathmandu, Surkhet and Four Watershed Office as mentioned below:

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| **RFP No.** | RFP-KTM-24-0177 |
| **Issue Date** | August 15, 2024 |
| **Title** | Office Support Service for Kathmandu, Surkhet and Four Watershed Office |
| **Issuing Office & Email/Physical Address for Submission of Proposals** | Issuing Office: USAID Karnali Water Activity, Baluwatar-4, Kathmandu, Nepal  Submission email: [**KarnaliWater\_Submissions@dai.com**](http://dai.com/) |
| **Deadline for Receipt of Questions**  **(Electronically only)** | Questions should be submitted by **Sunday, August 25, 2024** to [**KarnaliWater\_Procurement@dai.com**](http://dai.com/)  **Please use email subject:** Questions for RFP-KTM-24-0177  Attn: Procurement Manager, Karnali Water Activity |
| **Deadline for Receipt of Proposals:** | **Proposals should be submitted by Sunday, September 1, 2024, 11:59 pm (Nepal time) to**[**KarnaliWater\_Submissions@dai.com**](http://dai.com/) |
| **Contact Person** | [**KarnaliWater\_Procurement@dai.com**](http://dai.com/) |
| **Anticipated Award Type** | The anticipated award type would be a Firm-Fixed Price Purchase Order for a year on from November 1, 2024 to October 31, 2025.  Issuance of this RFP in no way obligates DAI to award a subcontract or purchase order and offerors will not be reimbursed for any costs associated with the preparation of their bid. |
| **Basis for Award** | An award will be made based on the Lowest Price, Technically Acceptable Source Selection process. The award will be issued to the responsible Offeror submitting the lowest evaluated price that meets or exceeds the acceptability requirements for technical/non-cost factors described in this RFP. |

***Interested Offerors may obtain a full copy of the RFP by sending an email to***[***KarnaliWater\_Procurement@dai.com***](http://dai.com/)***and including the RFP Reference No RFP-KTM-24-0177 in the subject line on or before August 26, 2024, 5:00 PM, Nepal time.***