﻿**﻿Volunteer Corps Nepal (VCN)**

**Expression of Interest (EOI) for Suppliers Registration**

**Volunteer Corps Nepal (VCN)** is a Non-Government, Humanitarian Aid Agency that provides emergency relief and sustainable solutions for population affected by natural disasters, epidemics and post-conflict situations. Since 2018, VCN has become synonymous with rapid response to humanitarian crises; with its medical teams, search and rescue units, water engineers and post trauma experts leading national responses. VCN provides the vital support needed to move from destruction to reconstruction and sustainable living, promoting volunteerism and making Humanity alive.

VCN is seeking qualified vendors and suppliers from all over the Nepal to provide various goods and services for the fiscal year 2025-2026 (February 2025 - December 2026). Interested vendors/service providers are invited to submit their Expression of Interest (EOI) for the following categories:

* **Vehicle Rental Service.**
* **Hotel Service**(with residential packages, residential package for training/ events).
* **Stationary Items:** Copy, Pencil, Eraser, School bag, A4 paper, scissors, calculator, Dot pen, Markers, Chart paper, Glue sticks, Ring File, Index File, Scale (Metal/plastic),    etc.
* **Food Items for relief:** Soybean chunk, Rice, Cooking Oil, sugar, salt, beaten rice, chickpeas, egg, sattu, almond, etc
* **Non- Food Items Provider for relief:** hygiene kits (Washing Soaps, Bathing Soaps, Toothbrush, Toothpaste, towel, under garments, sanitary pads), Tents and tarpaulins
* **Kitchen Items for relief distribution:**Karai, Spoons, Dinner Plates, Steel Glass, spatula and so on
* **Agriculture Items:** Hermatic Bag, Kuto, Kodalo, Hajari, Hasiya, Sprayer pump, vegetable and fruit seeds
* **WASH Items:** Bucket, Jugs, Water drum, Water tank, Wash Basin
* **Medical supplies:** crutches, wheelchair, first aid box
* **Rescue Items:**Helmets, Ropes, Rain Gear, Whistle, Head Lamp, Gloves
* **Insurance Service:** Medical, accidental and office assets insurance for VCN and its project.
* **Hardware:**Construction materials (cement boards, ply woods, nails, CGI Sheets, Square pipes, HDPE Pipes)
* **IT Hardware/ IT services (For IT Support):**Laptops, Printers and Projector etc.
* **Internet Service Providers.**
* **Furniture and Furnishing Fixtures. :** Tables, Desks, Curtains, Cupboards, Chairs
* **Travels and Tours** (Vehicle rental, Air ticketing, Surface Ticketing)
* **Repair and Maintenance Service:**Electricity, Plumbing, Office vehicles.
* **Designing:** Printing, Publishing and designing works.
* **Promotional Items:** Supplies office promotional items such as Mug, Bag, Jacket, T-shirt etc.

**Submission Procedures:** Interested vendors should go through this link [**Supplier's Pre-Registration Form**](https://forms.monday.com/forms/c10fe73e1e24d47c5feda366820c8d16?r=apse2) and fill up format along with this submit a valid suppliers registration certificate, a VAT/PAN registration certificate, and the latest tax clearance documents or suppliers can also submit a hard copy by visiting the **VCN office** by **28 February 2025.** **If any please email to:**[**connect.vcn@gmail.com**](http://gmail.com/)

***VCN reserves the right to reject any submission and make the final selection decision.***