**Helen Keller International**, an International non-profit organization (INGO) works to improve the sight and lives of the vulnerable by combating the causes and consequences of blindness, poor health, and malnutrition through public health approaches, building the capacity of organizations, and contributing to policy changes through systems strengthening and operations research.

**Description**

1. Request for quotation (RFQ) for Blanket Purchase Agreement
   1. Meeting and Cleaning Supplies
   2. Stationery and Office Supplies
   3. Vehicle Hiring Services
   4. Security Guard Service
2. Request for Proposal (RFP) for Professional Service Contract
   1. Staff Insurance Service
   2. Travel Management Service

**Eligibility/ Criteria**

* Valid company registration, PAN/VAT certificate and latest TAX clearance certificate.
* Company Trade License.
* Minimum 3 years of work experience with International Non-government Organizations working in Nepal.

Interested suppliers/service providers are requested submit required credentials to download relevant RFQ through the form available below.

The RFQ and RFP must be submitted in your firm’s letterhead, the complete name, title, phone number and e-mail address of the individual to whom communications should be sent. The deadline for submitting Quotation under RFQ and RFP Ref No. PF-NP-CO-2025-2-19 is **April 9, 2025, by 5:00PM Nepal Time (NST)** at [Nepal.Procurement@hki.org](mailto:Nepal.Procurement@hki.org) or can submit Hard Copies at Helen Keller Intl/Nepal Office

***Click here to submit details for receiving RFQ/RFP documents***

*Helen Keller Intl, Nepal reserves the right to reject any or all quotes when considered to be in the best interest of the organization and/or the people it serves.*