﻿**﻿Call for Expression of Interest (EOI) for Vendor Roster**

**APEIRON** is a women-led NGO working for a gender equal society through four main areas of interventions: Gender Based Violence Prevention and Response, Awareness and Education, Income Generation and Institutional Collaboration. It started out as an international NGO with the headquarters in Italy on 2004 and evolved into a national NGO in 2013.

APEIRON fights against prejudice, violence, and inequalities so that women develop skills necessary to support themselves and their families. APEIRON helps women confront uphill battles, gender-based violence, restricted access to and control over resources, low literacy, struggles to obtain citizenship documents, and other social and economic challenges.

APEIRON hereby invites qualified Individual/firms/suppliers/company to submit their financial proposal to supply/provide services related to the specific's vendor/company for FY 2082/083

**Categories mentioned below for enlistment**

1. Travel & Ticketing (International & Domestic ticketing Service)
2. Services such as legal services, psychosocial counseling, clinical psychiatry, and general physician services.
3. Hotel Services (meeting/workshop/seminar hall including food and accommodation)
4. ICT Supplies- Laptop, smartphones, printer, LCD projector, UPS, photocopy machine, toner/cartridge and other IT equipment.
5. ICT Services such as Network Infrastructure, Cloud computing, Data Centers, IT Support, Telecommunications, Data Management, Web Development and Design, IT Consultancy, Email/Web Hosting & IT Support
6. Advertisement agencies (online and print media)
7. Building construction, painting, aluminum work, and repair/maintenance
8. Electronics supply (e.g., TVs, refrigerators, fans, heaters, microwaves)
9. Office furniture and fixtures (e.g., desks, chairs, filing racks, cupboards, curtains, carpets)
10. Furniture and Furnishings
11. Printing and Publication (ID Card, Visiting Card, Notebook, report booklet etc.)
12. Repair and Maintenances Services- Air conditioners, electricity, UPS, sewing machines, plumbing, sewage, carpentry, Vehicle/Motorbike and Scooter repair, maintenance with parts.
13. Stationery Supplier
14. Office Utilities Supplies and Cleaning Items
15. Internet Services
16. Transportation of goods, Courier Services, Vehicle Rental for Services-districts wise inside Kathmandu Valley and outside Kathmandu valley.
17. Consultancy services for surveys, documentation, social audits, etc. related to both development and humanitarian projects.
18. Insurance services (medical, accidental, non-life, assets, vehicle,)
19. Fabrics and school uniforms
20. Grocery items
21. Fruits and vegetables
22. Meats/ eggs
23. Sewing Machines and its materials
24. School and office bags
25. Medical item Medicines and medical equipment
26. Cosmetic items for dignity kits and items needed for winter slipper making training.
27. Beads items for beads jewelry training
28. Capacity building training includes project management training
29. Vocational training like cooking, parlor, Barista can be included.

**Required Documents**

* Application Letter details with the Goods/Services that you are interested for
* Copy of the company registration with updated documents.
* Copy of PAN/VAT registration with updated documents
* Copy of the Latest TAX clearance certificate
* Company profile
* Legal Quotation with services/product rate

To participate in future procurement processes, eligible vendors who provide complete information may be invited. Therefore, all interested vendors are requested to respond to this EOI by submitting the required documents via email to [**info@apeironnepal.org**](http://apeironnepal.org/) or by physically submitting them to the **APEIRON Office in Baluwatar, Kathmandu, from Monday to Friday between 9 AM and 5 PM**. Please ensure that submissions are made within **15 days from the date of publication**.

**Note:**APEIRON reserves the right to accept or reject any applications in whole or in part and alter the provisions of this EOI as deemed necessary without assigning reasons whatsoever.