

Tender Notice

Date Of Publication : 2026/04/05

Nepal Life Insurance Company Limited invites sealed bids from competent and eligible travel agencies/tour operators for the procurement of Rara Tour and Malaysia Tour Packages under the official company scheme.

Tentative Tour Packages:

1. Rara Tour (4nights and 5days)
 - Tentative Travel Period: Baishakh,2083
 - Tentative Pax (100-150)
2. Malaysia Tour (4nights and 5days)
 - Tentative Travel Period: Baishakh,2083
 - Tentative Pax (30-50)

Note: Vendors are requested to quote rates on a per-head basis. Vendors are requested to submit separate quotation, if they are planning to bid for both the tour programs. For Rara, the tour shall commence from Surkhet/Nepalgunj.

Submission Details:

Interested travel agencies are requested to submit their sealed quotation within 15 (Fifteen) working days from the date of publication of this notice at the Corporate Office, Classic Complex, Kamaladi, Kathmandu.

Required Documents:

1. Company Registration Certificate
2. PAN/VAT Registration Certificate
3. Tax Clearance Certificate of the Previous Fiscal Year
4. Relevant Work Experience
(Preference will be given to agencies with prior experience handling corporate group tours for public/insurance institutions)
5. Anti-Money Laundering Self-Declaration

Mandatory Vendor Registration (KYV):

All vendors, firms, or companies submitting physical documents must mandatorily complete the Know Your Vendor (KYV) form.

Upon submission, a registration (Darta) number will be automatically sent to the email address provided. The exact registration number mentioned in the email must be entered in the KYV form.

Vendors are advised to review the email details carefully. Failure to submit the KYV form within the tender submission period will lead to automatic disqualification from the tender evaluation process.

Note: Vendors who have already submitted the KYV form previously do not need to resubmit the form. However, the previously issued registration number must be referenced.

NEPALLIFE
INSURANCE

Nepal Life Insurance Co. Ltd.
Registered Office: Birgunj, Parsa
Corporate Office: Kamaladi, KTM
Contact Number: 01-5970592 Ext 7153
Email: gsd@nepallife.com.np