

## House Numbering Project ToR for 8700 Houses 2079/80



*धराराज निरीला*  
नगर प्रशासकीय अधिकृत

The Office of Damak Municipality, Jhapa, Province No 1, Nepal (herein after referred as the "Unit" or as "the Office"), intends to utilize services firms, in the field of Design, Printing and Installation of House Number Plates of Damak Municipality.

Name of Municipality: Damak Municipality, Office of the Municipal Executive  
Province and District: Koshi Province, Jhapa

The main objectives are:

### 1.0 OBJECTIVES OF THE WORK

- To Design House Number Plates according to the municipality standard design and house numbers provided
- To add QR code in each design such that when scanned QR code must open the location google map respective to the GPS coordinate of the house.
- To install house number plates in respective houses using 2 nails and hammer.
- To cross verify the GPS based number in google map before installing the number plate.

### 2.0 SCOPE OF THE WORKS:

- Municipality shall provide Name, Ward, Tol and GPS co-ordinates of all houses in an excel sheet with Google Plus Code and Local House Numbering.
- The selected firm shall design the number plates with the house number provided by the municipality
- While designing the plates QR code should be shown as shown in design. The QR code when scanned should show the given GPS location in the google map.
- Number Plate should be printed in Forex material not less than 3 mm in thickness and should be plastic laminated.
- The design of the Number plate should be as follows:



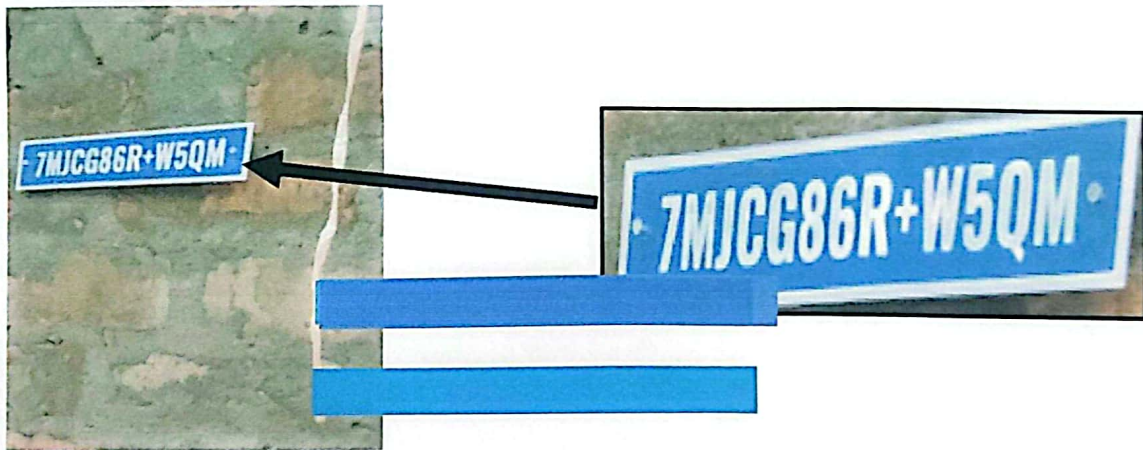
- The total number of house number plates that are to be designed and printed will be 8700.
- The plates must be installed and the VAT Bill must be submitted before Ashad 10, 2080 BS



सुजराज निरीक्षण  
वैरिष्ठ प्रशासकीय अधिकारी

### ON GROUND INSTALLATION AND VERIFICATION

- Number plates shall be installed outside 8700 house in different tole of 10 wards of the municipality.
- To reach the house Google Map navigation can be used as the GPS coordinate for each house will be given.
- Once reached in the location, update the name of the house owner.
- After verification , install the respective house number plates using nail and hammer as shown in the figure below.



### 3.0. MODES OF PAYMENT:

- 20% Mobilization Advance may be given on submission of bank guarantee.
- Final Payment shall be done after completion of the work as mentioned in ToR.
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### 4.0 DOCUMENTS TO BE SUBMITTED

- VAT Registration Certificate
- Tax Clearance of the Previous FY
- Firm Registration Certificate
- The Firm must be Registered in the Standing List (सूची दर्ता भएको हुन पर्ने) of the Damak Municipality.
- The documents must be submitted to the municipality within 12:00PM, 20<sup>th</sup> Baisakh 2080 and shall be opened on the same day at 1 PM

Price Schedule of Goods



*(Handwritten signature)*

शशराज निरौला  
व्यक्ति प्रशासकीय अधिकारी

S. N.	Description of works	Unit	Qty	Rate in Number	Rate in Words	Total
1	Printing, Delivery and Installation of Laminated Forex House Number Plates of size 20cm X 6cm X 3mm size with QR Codes, Google Plus Code and Local House Number, Municipality Logo.	No	8700			
<b>Sub-Total</b>						
<b>VAT @ 13%</b>						
<b>Grand Total</b>						

Name of the Firm:

Name of the Person Signing the Document:

Signature:

Seal of the Firm:

**Note: The above price must include all the taxes and transportation cost and Installation cost up to the destination.**