



Request for Quotation (RFQ)

The Non-Resident Nepali Association (NRNA) Secretariat hereby request quotations from eligible and interested companies/firms for leasing fully furnished office space located at the NRNA Secretariat Building, Subarna Shumsher Marga, Baluwatar, Kathmandu, Nepal.

1. Details of Available Area:

- **Ground Floor: 6,159.41 sq. ft.**
- **First Floor: 6,176.18 sq. ft.**
- **Second Floor: 5,125.18 sq. ft.**

2. Quotation Documents:

The detailed floor plans documents can be downloaded from the official website of NRNA: <https://nrna.org/notice>

3. Eligibility Criteria:

Interested firms must submit the following documents along with the quotation:

- **Company/Firm Registration Certificate**
- **VAT Registration Certificate**
- **Latest Tax Clearance Certificate**
- **Company Profile**
- **Financial Proposal**

4. Submission of Bids:

Completed quotation documents, duly signed and sealed, must be submitted to the address mentioned below on or before 5:00 PM, 7th May 2026. Late submissions shall not be accepted.

5. Evaluation and Acceptance:

NRNA reserves the right to accept or reject any or all quotations, wholly or partly, at any stage of the quotation process without assigning any reason whatsoever.

6. Contact Details:

Email: procurement@nrna.org

NRNA Secretariat
Subarna Shumsher Marga,
Baluwatar, Kathmandu, Nepal
Tel: 01-4526005 / 01-4511530