

त्रिभुवन विश्वविद्यालय
चिकित्सा शास्त्र अध्ययन संस्थान
जनस्वास्थ्य केन्द्रीय विभाग
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Invitation for Quotation

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Venue Rental for Central Department of Public Health (NERC Project)

1. Introduction

The Central Department of Public Health (CDPH) invites quotations (proposals) from qualified venues to host a four-day nutrition curriculum development workshop under the Strengthening Nutrition Education and Research Capacity in Universities in Nepal (NERC) project. The venue should be capable of providing appropriate facilities and catering services.

2. Event Details

- Event: Curriculum development workshop under the NERC Project
- Proposed Dates: 27th July 2026– 30th July 2026
- Number of Participants: Approximately 30 participants

3. Venue Requirements

Interested venues should indicate their ability to provide the following:

- Meeting Space: Meeting hall suitable and flexible for different seating arrangements (like U-shape, classroom-style seating, small group round table discussion)
- Capacity for approximately 30 participants
- Adequate ventilation, lighting, and space for group activities
- Technical Equipment: Reliable high-speed internet, projector and screen, sound system with microphones, podium/lectern, adequate power outlets for laptops
- Parking and Transport: Availability of parking space and proximity to public transportation
- Catering services and the ability to accommodate dietary restrictions (if required):

4. Proposal Submission Requirements

Interested vendors should submit a proposal including:

- Detailed cost breakdown
 - Venue rental
 - Catering cost per person
 - Equipment costs (if applicable)
- Confirmation of venue availability for the requested dates
- Company registration certificate, company profile and contact information
- VAT Registration Certificate
- Latest Tax Clearance Certificate

5. Submission Deadline

- Proposals must be submitted no later than 22nd July 2026.
- Interested candidates must submit the quotation of the proposal to Central Department of Public Health (CDPH), Institute of Medicine (IOM) premises, Maharajgunj, Kathmandu, Nepal

6. Please Note

Interested parties may contact +977-1-4535033 or +977-1-4435033, or email info@cdph.tu.edu.np, visit the website <https://cdph.tu.edu.np/> or contact Ms. Sibila Subedi (9843079975) in case of any queries.