

Renewable World is an international charity tackling poverty through renewable energy. We specialise in developing and deploying effective ways of bringing off-grid renewable energy solutions to the most remote and energy poor communities, empowering them to achieve sustainable and resilient lives.

Renewable World started its work in Nepal from 2012 and is planning to deliver Renewable Energy Technology (RET) projects in Achham, Banke, Salyan and Surkhet. Renewable World will be implementing different types of projects to improve livelihood, health, environment, and SME (small and medium enterprise) through RETs.

Renewable World invites **Expression of Interest (EOI)** for the Standing List from interested qualified, experienced suppliers and vendors for the following goods and services:

SN	Category	Description
1	<b>General office supplies</b>	Stationeries, Office Cleaning and Kitchen goods etc.
2	<b>Office equipment</b>	Computer server, laptop, LED monitor, printer/MFP, projector, photocopier, EPABX/Telephone related equipment, other ICT related hardware.
3	<b>Office furniture/s</b>	Tables, chairs, partitions, racks, cupboard, windows curtains etc
4	<b>Printing and advertisement</b>	Publication of job vacancy, EOI, printing/press related works
5	<b>Travel and ticketing</b>	Air tickets for domestic/international, Visa Services etc.
6	<b>Vehicle Rental Service</b>	Office use and travel to/ within Achham, Banke, Salyan and Surkhet
7	<b>IT services</b>	IT routine service and system repair and maintenance
8	<b>Hotel and Accommodation</b>	Hotel room, meeting room/ conference/ seminar room for training/ workshop. (Birendranagar, Lalitpur, Nepalgunj)
9	<b>Auditing</b>	Project and Statutory Audit
10	<b>Other Services</b>	Courier services for domestic/international, Service of repair and maintenance- electricity, plumbing, EPABX, carpentry etc

Interested suppliers/vendors are requested to submit a Letter of Expression of Interest (EOI) in the organization's letterhead duly signed by the authorized person along with the following documents:

1	Firm registration certificate and Renewal;	4	VAT /PAN registration certificate
2	Tax clearance certificate	5	Detailed company/ firm profile
3	Years of experience and list of clients	6	Three years Audited financial statements

All interested firms please send an email along with all documents at [jobs@renewable-world.org](mailto:jobs@renewable-world.org), latest by **7 September 2020 before 5PM**. No telephone calls, written or personal enquiries will be entertained in this regard.

*Renewable World reserves the right to accept/reject any or all firms without assigning any reasons whatsoever.*