



Citizen Investment Trust (CIT)

New Baneshwor, Kathmandu, Nepal

Request for Proposal (RFP)

**for the Consulting Services on Virtualization (VMware),
Microsoft SQL Server (DBA), Microsoft Windows Server and
Network Local Service and Support**

RFP No.: CIT/CS/VMWareDBANetwork-QCBS-03

Date of Publication (Re-Published): 25 April 2025 (2082-01-12)

1. Citizen Investment Trust, New Baneshwor has allocated fund toward the cost of **Consulting Services on Virtualization (VMware), Microsoft SQL Server, Microsoft Windows Server and Network Local Service and Support** and intends to apply a portion of this fund to eligible payments under the Contract for which this Request for Proposal is invited for National consulting service.
2. The Citizen Investment Trust, New Baneshwor now invites Request for Proposal from eligible consulting firms ("consultant") to provide Consulting Services on Virtualization (VMware), Microsoft SQL Server, Microsoft Windows Server and Network Local Service and Support.
3. Interested eligible consultants may obtain further information and RFP document free of cost at the address Citizen Investment Trust, New Baneshwor during office hours on or before 11 May 2025 (2082-01-28), 11:00 am.
4. Consultants may associate with other consultants to enhance their qualifications.
5. Request for Proposal Document shall be delivered manually to the address Citizen Investment Trust, New Baneshwor upon submission of written application, along with the required documents on or before office hours on 11 May 2025 (2082-01-28), 1:00 pm.
6. In case the last date of obtaining and submission of the RFP documents happens to be a holiday, the next working day will be deemed as the due date but the time will be the same as stipulated.
7. RFP will be assessed based on Specific experience of the consultants (as a firm) related to the assignment 10 percent, Adequacy of the Proposed Work Plan and Methodology 20 percent, Qualifications and competence of the Consultant's Personnel 60 percent and Suitability of the transfer of Knowledge Program or Training 10 percent. Based on evaluation of RFP only shortlisted firms will be invited for the opening of financial proposal.
8. Minimum score to pass the RFP is 60 percent.
9. Consultants who previously submitted proposals in response to the notice dated 09 April 2025 (2081-12-27) are not required to re-submit proposals again. The previously submitted proposals shall remain valid. However, those consultants will be requested to submit an agreement letter extending the validity of their proposals by an additional 17 days beyond the original validity period, in order to maintain uniformity.