

EXPRESSION OF INTEREST

(First Date of publication 07-09-2023)

Himalayan Bank Limited invites sealed application from the creative Advertising Agencies/Companies with proven track records in assisting Bank and Financial Institutions in order to enhance Brand Image and Brand Recall Value.

Interested Companies/Firms are required to download the Request For Quotation (RFQ) Document form from the Bank's website (<https://www.himalayanbank.com/en/publication-en>) or obtain the form from HBL Head Office, Kamaladi.

Eligibility Criteria:

- The firm/company should have at least 5 years experience from registration date.
- The firm/company should have proven past record of working with any Bank and Financial Institutions.
- The firm/company should have required expertise of handling the social media platforms.
- The firm/company should have average annual turnover of at least NPR 30.00 Million in last Fiscal Year.

Necessary Documents for Submission:

The interested advertising agencies/companies are required to submit the duly notarized copies of below mentioned documents in the sealed envelop:

- Duly signed and stamped RFQ Form
- Company/Firm Registration Certificate
- Memorandum of Association (MOA) and Article of Association (AOA)
- PAN/VAT Registration Certificate
- Latest Tax Clearance Certificate
- Updated Director's Register
- Updated Shareholder's Register
- Renewed Registration Certificate

The last date of submission of the sealed documents is September 21, 2023 (Ashwin 04, 2080) within office hours and should be submitted to HBL Head Office, Kamaladi. The applications after the deadline shall not be accepted. The Bank reserves the right to accept or reject the application fully or partially without assigning any reason whatsoever. Only the shortlisted agencies shall be called for the presentation.



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