User/Contractor‘s Manual for e-beding portal of BHP
1 How to Signup on e-bidding portal of BHP?

Go to: ebidding.bhp.gov.np
Please fill the form with correct information.
After Filing this form, you will get a verification email on your email account.

Then click on that email description on “confirm your registration.”

Or

Click link given below link of that message.

You will get this message.

Now you may log in into e-bidding portal.
2 How to request for security code to apply tender?

Click “request for verification code”

Choose correct tender number

Put bank voucher number on “transaction id”

Specify if JV

Put lead company reg no.

Choose scan copy of bank voucher and click “send” button.

After this you will get a security code sent by system after human verification to your email id.
With this security code you may apply tender for that particular tender.
3 How to apply tender?

You have to click “apply for tender”

Choose correct tender number.
Put verification code
Click “apply” button.
4 How to download bidding documents?

Click “apply for tender” on left bar.

Choose correct tender number

Then click download the documents.
5 How to upload bidding documents?

Click “upload documents” on left bar.

Choose correct tender number and choose file name and correct file or each topic.

But you have to careful to upload BoQ, you have to create password to open after maturity period and after uploading BoQ you will not allow to upload any thing.
6 How to see submitted bids by own?

Click “my submitted bid”. Then you will see your previous bid.

7 How to see your submitted documents?

Click “my submitted bid”
8 How to upload amendment file?

Click “upload amendment file” on your left bar.

Then choose correct tender number.

Choose amendment file

Put correct BoQ password

And click “save” button.
Then you will get email confirmation.
9 How to upload withdrawal file?

Click “withdrawal bid”.
Choose correct tender number.
Put correct BoQ Password
Click “save” button.
Then you will get email verification.