

**LANGUAGE USED IN INVITATION FOR BIDS:
A DESCRIPTIVE STUDY**

**A Thesis Submitted to
The Department of English Language Education,
University Campus, Kirtipur
in Partial Fulfilment of Master's Degree in Education
(Specialization in English Language Education)**

**By
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**Faculty of Education, Tribhuvan University
Kirtipur, Kathmandu, Nepal**

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RECOMMENDATION FOR ACCEPTANCE

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DEDICATION

**To all my Gurus and Parents who brought me upto
this stage**

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Niti Raj Bhandari

ABSTRACT

This study has made an attempt to find out the kind of language used in invitation for bids in terms of sentence types, tense, aspect, voice, word class and informality contained on its formal writing. In this study simple sentence, non-past tense, simple aspect, passive voice were found to be maximally used in invitation for bids of all three newspapers published from Nepal and a newspaper published from abroad covering more than half of the total sentences. Even in the formal discourse of tender writing, some degree of informality was integrated which was clear from the use of abbreviations, imperatives and personal pronouns. Similarly, major word class was highly used than minor word class. Even in the major word class noun was found to be highly used.

This thesis comprises of four chapters. The first chapter deals with general background of the study, mass media and their impact in society, newspaper, introduction to bids, review of related literature, objectives, significance and definition of terms of the study.

In the second chapter, the methodology adopted for the completion of the study is presented. It includes sources of data, sampling procedure, tools of data collection, process of data collection and some of the important limitations of the study.

Similarly, the third chapter presents analysis and interpretation of the collected data for the study using simple statistical tools like average and percentage. The comparison has been made mainly between the language used in Nepali English Newspapers and English Newspapers from abroad to reach the general conclusion.

The fourth chapter of this thesis presents the findings and some recommendations based on the analysis and interpretation of the data. At the end references and appendices along with some sample invitation for bids are presented.

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ABBREVIATIONS AND SYMBOLS

AIDS	Acquired Immune Deficiency Syndrome
AV	Active Voice
Aveg	Average
CS	Compound Sentence
CXS	Complex Sentence
Dr.	Doctor
DUDBC	Department of Urban Development and Building Construction
Etc.	Et Cetera
G7	Group of Seven Most Developed Countries
HIV	Human Immune Deficiency Virus
i.e.	That is
No	Number
NTV	Nepal Television
PIU	Project Implementing Units
Prof.	Professor
PV	Passive Voice
SESP	Secondary Education Support Programme
SN	Serial Number
SS	Simple Sentence
THT	The Himalayan/ The Himalayan Times
TKP	The Kathmandu Post
TRN	The Rising Nepal
TTOI	The Times of India
TU	Tribhuvan University
UNO	United Nation Organization
USA	United States of America
viz.	That is to say; in other words (Latin Videlicet)
%	Percentage