



TENDER NOTICE

Development and Maintenance of NICL Website and Social Media Pages

National Insurance Company Limited is in the process of re-engineering its existing website and creating its social media pages.

Interested parties are requested to submit their bids for Development and Maintenance of NICL Website and Social Media Pages in two sealed envelopes marked as 'Technical Proposal' including signed tender document, company profile, website and social media design mock-ups and 'Financial Proposal' including Financial Proposal Performance and 2% of total financial bid value as earnest money in the form of pay order payable to 'National Insurance Company Limited'.

The company profile should include,

- Company Name, Postal address of registered offices, email address and telephone numbers
- Financial Standing
- NTN and STRN certificates
- Last 10 years' experience of developments of similar scope of work
- Experience of working with government organizations
- Level of expertise of technical personnel to be associated with this project
- Available facilities and services
- List of clients

Technical and Financial bids should reach the contact person on address mentioned below **by Tuesday 30th January 2018 10:00 am** in a sealed envelope distinctly marked 'Development and Maintenance of NICL Website and Social Media Pages'. Proposals received by email or fax will not be entertained. Only technical bids (sealed) shall be opened in presence of NICL tender committee and representatives of bidders on **same date at 11:00 am**. Financial proposals will be opened for only qualifying technical bids with date and time to be communicated thereafter.

Tender document containing all details can be obtained from contact person at address mentioned below from 9:00 am to 5:30 pm, Monday to Friday, on written request on bidder's company letter-head along with a pay order of Rs 500/- only in favour of 'National Insurance Company Limited' (non-refundable). The last date and time for obtaining Tender Document shall be **Monday 29th January 2018 5:30 pm**.

A pre-bid meeting will be held on **Wednesday 17th January 2018 at 11:00 am** with information required prior to the meeting to be emailed to info@nicl.com.pk with the subject "Development and Maintenance of NICL Website and Social Media Pages".

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