



NATIONAL INSURANCE COMPANY LIMITED

TENDER NOTICE

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- National Insurance Company Limited (NICL) is a general Insurance Company owned by the Government of Pakistan, working under Ministry of Commerce. NICL invites bids for the provision of services for Digitizing/Scanning per page (minimum 5 lacs Pages).
- Tender document can be purchased from IT Department, Head Office on written request on firm's letter head against non-refundable documents fee of Rs.500/- in the form of pay order payable to 'National Insurance Company Limited'.
- The bids should be sealed in two separate envelopes marked as "Technical Proposal" & "Financial Proposal". The technical bids will be opened in presence of bidder's representative who wishes to attend. The financial bids must include 2 % of total bid amount as earnest money in the form of pay order (refundable after completion of bid evaluation) payable to 'National Insurance Company Limited' and shall be kept in safe custody of the department and to be opened only of technically qualified firms.
- Sealed Bids should be dropped in the office of the undersigned by 11.00 A.M. before the last date i.e 15th day from the publication of this tender, which will be opened on the same day at 11.30 A.M., in the presence of the bidder firms or their representatives who may like to be present.
- The contract will be for 1 year.
- Financial bid should contain per page cost as per TOR.
- NICL may reject all bids or proposal at any time prior to the acceptance of a bid or proposal. The reason for rejection shall be communicated as per PPRA Rules.

IT Department,
5th floor, NICL Building,
Abbasi Shaheed Road, Karachi, Pakistan.
Tel: 111-642-642 Ext (6511-6514)