

“SAY NO TO CORRUPTION”

NATIONAL INSURANCE COMPANY LIMITED

(OWNED BY THE GOVERNMENT OF PAKISTAN)

TENDER REF. NO: NICL/TENDER/Admin/2023-1

REGISTERED ADDRESS: NIC BUILDING, ABBASI SHAHEED ROAD,

P.O. BOX NO. 10506, KARACHI-74400

UAN # +9921-111-642-642

E-mail: info@nicl.com.pk - Website: www.nicl.com.pk



SALE OF SALVAGE/JUNK/MISC. ITEMS

1. National Insurance Company limited (NICL) is a General Insurance Company owned by the Government of Pakistan, working under the Ministry of Commerce. The Management of the Company invites Sealed Bids from the interested parties for the sale of following Salvage/Junk/ Miscellaneous Items “AS IS WHERE IS” basis as per the below mentioned time schedule:

SR. NO.	DEPARTMENTS	DESCRIPTION OF JUNK& MISC. ITEMS	LOCATION AT NICL BUILDING, ABBASI SHAHEED ROAD, KARACHI
1	Administration Deptt: (H O)	Chairs, Tyre, Computer/Office tables, Steel file Rack, Wooden Door, Mattress Foam, Water Dispenser, Glass Table, Steel Revolving chairs, Dining Table, Telephone sets, Fire Cylinder, Sofa Sets, Carpet, Pedestal Fans, Photocopy Machine.	16 th Floor, NICL Building, Abbasi Shaheed Road, Karachi Mr. Issa Muhammad, Act. Manager (Admin)
2	I.T Deptt: (H O)	CPU, Monitor, Printer, Toner, Scanner, UPS Batteries, LCD, Serial cable, VGA Cable, Power Supply, Mouse, Keyboard, Typewriter.	16 th Floor, NICL Building, Abbasi Shaheed Road, Karachi Mr. Dilawer Ali, Deputy Manager (IT)
3	R/E Deptt: (H O)	Aluminium Ceiling Channel, Aluminium window and Doors, Electric pipe wire, AC split inner/outer, Tube light box, Steeliron, Fridge, Iron rack, Microwave, Compressor, Wash Basin, Flash Tank, VCR, Blind ceiling, Dish antenna, Fax Machine, NICL Logo Ironsteel, Iron Water Tank.	16 th Floor, NICL Building, Abbasi Shaheed Road, Karachi Mr. Shahid Mallah, Chief Manager (R/E)

2. The offers in sealed envelope clearly marked “Bid for Salvage/Junk/ Miscellaneous Items” addressed to National Insurance Company Limited (H.O) to be dropped in the Tender Box, placed at the Security Office, 1st Floor, NICL Building, Abbasi Shaheed Road, Karachi on or before **Date 3rd of May 2023, time 12:00 P.M.** Bids/offers will be opened in front of the Bid opening Committee in the presence of the bid opening committee and representatives of bidders who may like to be present on the same day at **12:30 P.M, at Conference Room 3rd Floor NICL Building, Karachi.**

Acting General Manager (HR, Admin, and IT)
National Insurance Company Limited, Head Office
3rd Floor NICL Building, Abbasi Shaheed Road, Karachi.
Phone No. 021-111 642 642

TERMS & CONDITIONS

1. Tender Documents can be downloaded from websites of **PPRA www.ppra.org.pk** & **NICL www.nicl.com.pk** or can be obtained free of cost from the office of the undersigned.
2. The bid (s) should be accompanied with copy of CNIC & Pay Order equivalent to **5% of bid price** for Salvage/Junk /Misc. Items as '**Earnest Money**' in favor of National Insurance Company Limited, Karachi which will be returned to unsuccessful bidders after completion of the bidding process.
3. Tender will be conducted under National Competitive Bidding pursuant to 'Single stage one envelopes procedure' as per Rule 36(a) of Public Procurement Rules 2004 (PPR 2004) and is open to all eligible participants of tender as defined in the PPR 2004 that meet the following minimum eligibility/qualification criteria.
4. Security shall be returned/released to the unsuccessful participants of the tender(s) once this process has been completed/finalized.
5. Sealed proposals are required to be delivered at office of the undersigned on or before **Date 3rd of May 2023, time 12:00 P.M.**
6. The Bid Opening Committee of NICL shall open the proposals, on **Date 3rd of May 2023 at 12:30 P.M** in the presence of the authorized representatives, who may like to be present.
7. Only one authorized representative per participants of the tender will be allowed to attend the opening of bids.
8. The proposals should not have any over-writing or cutting. Bids with any of the aforementioned defects will not be considered.
9. NICL may reject all bids or proposals at any time prior to the acceptance of a bid or proposals.
10. NICL shall upon request communicate to any bidder who submitted a bid or proposal, the grounds for its rejection of all bids or proposals but is not required to justify those grounds.
11. The participants of the tender shall bear all costs associated with the preparation and submission of their respective Proposals and NICL will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the prequalification/enlistment process.
12. NICL requires that participants of the tender under their contracts to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy following terms are defined as hereunder:
13. "Corrupt practice" includes offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party.
14. "Fraudulent practice" includes any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation.
15. "Coercive practice" includes impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party.
16. Bidders may visit the above locations with coordination of the Admin Deptt: for inspection of the Salvage/Junk/Misc. items during office working hours (**Monday to Friday**) **between 9:00 AM to 5:00 P.M.**
17. The Bid price has to be inclusive of all taxes.
18. The successful bidder will have to pay all taxes including withholding tax @ Rs.10% on bidding price as per law, if the same is not included in the bid price.
19. The successful bidder will have to deposit the balance amount for the offered price within seven days of the issuance of bid acceptance letter, failing of which, offer shall be cancelled and the earnest money will be forfeited by the company.
20. The bidders may contact for any information with **Mr. Issa Mohammad (Acting Manager) Ph. No. 021-99225905** from **9:00 AM to 5:00 PM (Monday to Friday).**

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