

PoCSB-172
25/10/17

CLARIFICATION NO: 03

AGAINST TENDER ENQUIRY NO: PROC-SERVICES/CB/F&A-3090/2017
HIRING OF SERVICES FOR GROUP LIFE INSURANCE COVERAGE OF OGDCL'S OFFICERS
(REGULAR & CONTRACTUAL) AND REGULAR STAFF

With reference to subject mentioned tender enquiry and further to clarifications sought by few of our prospective bidders the following clarification is hereby communicated to all prospective bidders for their review and preparation of bid accordingly.

Sr. No.	Query	Reply
1	Clause 8.2 of Section 8 General Conditions Page 17: Any information/data required for Preparation of bid can be requested through email address mentioned in the bidding document but there is no email address mentioned in the document. Kindly provide a valid registered email address for this purpose.	Email id is already provided in tender documents of Manager (Services) i.e. ejaz_rizvi@ogdcl.com
2	Original and Copy of Bid: Clause 12.1 Section 12 page 3, Section 5 page 6 and Clause 18.1 Section 18 page 9 state that original + 1 copy of the technical bid whereas for the financial bid only the original is requested. Further, Clause 4.1 Section 4 page 13 mentions that "Your detailed Technical Proposal and Financial Proposal should be submitted in one original and one copy of each in separate envelopes." Kindly confirm if a copy of financial bid is also required.	Copy of Financial Bid is not required. Technical Bid is required to be provided in one original + one copy Financial Bid is required in original only in separate sealed envelope.
3	Main Bid & Alternative Bid: Section 11 page 7 refers to main bid and alternative bid. Kindly clarify what main bid and alternative bid are with respect to the life insurance proposal.	Main Bid & Alternative Bid are for bidders who wants to submit two proposals. If it's not valid for Insurance proposals <i>Pls ignore it.</i>
4	Bid Bond: Clause 12.2 Section 12 page 7 states that a bid bond can be in the form of cash deposit, a bank draft or a bank guarantee and should be valid for 230 days. The	Bid Bond in the form of a cash deposit, a Bank Draft or a Bank Guarantee issued by scheduled Bank of Pakistan or a branch of foreign bank operating in


Insurance Section

By In. 6/69 Dt. 25/10/17
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	<p>general validity of bank draft is 180 days, therefore, please clarify whether a payment order which has 180 days validity with the facility of revalidation after 180 days is acceptable.</p> <p>Moreover, this clause also states that bid bond from NIB Bank will not be accepted, please clarify if bid bond from MCB Bank is accepted or not as NIB Bank is taken over by MCB Bank.</p>	<p>Pakistan for an amount mentioned in Annexure "B" is acceptable.</p> <p>Bid Bond from MCB is acceptable.</p>
5.	<p>ISO 22301 Certification: Clause 3.1 Section 3 page 15 and Section 4 page 16 requires ISO 22301 certification with valid documentary evidence. No insurance company in Pakistan has this certification, although EFU Life is ISO 9001 :2008 certified company. Please clarify in this regard.</p>	<p>ISO 22301 relates to Business Continuity Management (BCM) and its certification ensures that the Organization is adhering to good practices in BCM. As claims settlement is the most important feature of any group life insurance policy, the aforesaid standard provides ample satisfaction to the insured that insurance claims can be expected to settle without complications in a hassle free manner both in short terms as well as long term, of course keeping in view the long term business prospects and practices followed by the insured.</p>
6.	<p>Preparation of Proposal (Point iv & v) - Section 5 Page 6: This section states that Technical proposal must contain below two items. <u>We understand that these two are required to be submitted without mentioning the tender price.</u> Please confirm if it is true:</p> <ul style="list-style-type: none"> o Unpriced draft agreement o Unpriced copy of financial bid 	<p>True</p>
7.	<p>Loss Ratio: Point 4 Section 4 page 16 states Loss Ratio (among bidding companies). Please provide scope and horizon of Loss Ratio according to the requirement of tender.</p>	<p>This is very evident that the insurance companies with huge loss ratios are at the brink to face troubles in insurance claims settlement both in the short term as well as long term. The horizon of loss ratio is on sliding scale basis. The bidder with lowest loss ratio will be awarded maximum marks (15 marks) and rest of the bidders will get marks on sliding scale</p>


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		in comparison of the bidder with the lowest loss ratio.
8.	Please provide soft copy of employee details	Soft copy of employee data has been provided already vide Clarification No.1 of the tender document on OGDCL website. Bidders are advised to download it from website.
9.	Section 5 Page 6: This section mentions that the bid proposal shall be signed and stamped by a duly authorized representative of the bidder and the proof of authorization shall be furnished in the form of valid power of attorney. In the event where power of attorney is issued in the name of the C.E.O. by the Board of Directors and if the C.E.O. further authorizes someone to sign the bid, please confirm if this is acceptable or only C.E.O. must sign the bid.	Signatures of Authorized representative is acceptable; However Authorization Letter (in the form of valid power of attorney) must be provided in Technical Bid.
10.	Suggestion: It is suggested to make the Master Insurance Policy Document a part of this bid proposal and final contract.	Scope is very open to all the bidders, keeping in view the scope the bidders are free to offer the most competitive terms for the insurance policy. Master Insurance Policy Document will have to be provided by the bidders, of course containing the terms and conditions in line with scope of insurance coverage mentioned in the Terms of Reference of the bidding document.

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Manager (Services)

 26/10/2017

PO(SB-I)