The Punjab Education Foundation (PEF) is an autonomous body established under the auspices of the Government of the Punjab. Punjab Education Foundation (PEF) is working towards promotion of quality education through private sector by providing education to the poor, through Public Private Partnership.

Sealed Technical & Financial Proposals in accordance with Rule 38 (2)(a), PPRA Rules-2014, “Single Stage- Two Envelop Bidding Procedure” are invited from reputed Insurance Companies for Group Life Insurance of PEF employees. Only the authorized representative of the eligible insurance companies having authority letter in their favor issued by their head office can collect the Tender Document from the office of Director (HRM), PEF Secretariat Building, 78-B1, M.M. Alam Road, Near KFC, Gulberg III, Lahore on a formal request and cash payment of Rs. 1,000/- (Rupees one thousand only) from Human Resource Department, PEF at the same office building. Interested organizations are required to submit their proposal as per prescribed Tender Document. The following form the basis for technical evaluation of submitted proposals:

1. Insurance Companies, having at least “AA” rating from PACRA or JCR-VIS are invited to submit their proposals along with the hard copies of the following documents:
   i. Corporate resume & Business profile.
   ii. Last three years & existing credit rating of the Insurance Company.
   iii. List of existing corporate clients with number of insured against each client.
   iv. Declaration on stamp paper that the insurance company has never been black listed / de-listed by any Government agency, Authority or any other Regulatory Body.

Terms and Conditions for Submission of Proposal:

1. The sealed proposals for Group Life Insurance duly marked as “Proposal for Group Life Insurance” must reach Director (HRM) PEF Secretariat building, 78-B1, M.M. Alam Road, Near KFC, Gulberg III, Lahore on or before **August 4th, 2014** (till 10:00 am).
2. Each bid shall comprise one single envelope containing, separately, financial proposal and technical proposal. The word “Technical Proposal” and “Financial Proposal” being clearly written on the top left corner of the respective documents.
3. Technical Proposals will be opened by a committee on the same day at 11:00 am in the Board Room of PEF, in presence of Tenderers or their authorized representatives who wish to witness the tender opening.
4. After the Technical evaluation, Financial Proposals of only technically qualified companies shall be opened on a date/time to be announced subsequently.
5. The Financial Proposal shall be inclusive of all taxes.
6. The companies must be registered with Income Tax and Sales Tax Department, if applicable (Copy should be provided).
7. Proposals should strictly be arranged as per Groups of employees/categories given in the proposal documents.
8. The companies must produce proof of financial soundness (Bank Certificate).
9. The bid validity period shall be 90 days.
10. Incomplete or non-conforming proposals shall be rejected.
11. PEF reserves the right to reject all the proposals, submitted in response to this tender notice prior to acceptance.
12. This Tender Notice has also been posted on both PEF website <www.pef.edu.pk> and PPRA website http://ppra.punjab.gov.pk.