



# EMPLOYEES' OLD-AGE BENEFITS INSTITUTION

Ministry of Overseas Pakistanis & Human Resource Development, Government of Pakistan

Head Office: EOBI House 190/1/B, Block-2, P.E.C.H.S., Karachi

Phone PABX: 021-34328050-59, Website: [www.eobi.gov.pk](http://www.eobi.gov.pk) Free Helpline: 08000-3624

## REQUEST FOR PROPOSAL CONTRIBUTION COLLECTION AUTOMATION PROJECT

Employees' Old-Age Benefits Institution (EOBI) invites proposals for the design, development, implementation, operations and support of its **Contribution Collection Automation Project**.

Bidding will be conducted under Open Competitive Bidding pursuant to Rule 36(b) "Single stage two envelope procedure" as per Public Procurement Rules 2004 and is open to all bidders as defined in the PPR-2004 that meet the following minimum eligibility/qualification criteria (with proof):

- The bidder should have proven experience of at least five years in respect of software design, development, implementation, operations and support of customized business applications; (experience certificate on its official letterhead required)
- The bidder must have verifiable proof of providing similar services to at least two organizations of comparable stature (project details including title, duration, value, status, contact person details required on official letterhead);
- The bidder must be registered with relevant tax authorities as is required under the Pakistani law;
- Must have sound financial strength (financial statements of last three years required)
- An affidavit is required to be submitted to confirm that the bidder should not be blacklisted or involved in any litigation during the last three years.

Complete details of services required, evaluation criteria, scope of work, technical details of the application to be developed and applications to be maintained & supported, etc. are available in the Bid Documents.

### BID DOCUMENTS AVAILABILITY:

Bid documents can be obtained on production of a Pay Order of Rs. 500 drawn on any local commercial bank in favor of **Employees' Old-Age Benefits Institution, Head Office, Karachi**, from date of publication of this ad till 11:00 am on **May 24, 2018**, from the office of the **Assistant Director (Procurements) GA Department** at the above given address.

### BID SUBMISSION, OPENING, VALIDITY & BID SECURITY:

Last date for submission of bids is **May 24, 2018 at 11:00 am**.

**Technical bids shall be opened on May 24, 2018 at 11:30 am** in the Board Room 8<sup>th</sup> floor at EOBI Head Office. Representatives of bidders may attend the bid opening. All bids submitted must have a validity of at least 120 days. Validity shall be counted from the date of opening of Technical Bid. All bids are to be accompanied with a "BID SECURITY" pay order equal to 2% of total bid value. BID SECURITY shall be placed in a separate envelope labelled accordingly with the financial proposal.

### BID REJECTION:

Incomplete, conditional, and/or bids without Bid Security shall be instantly rejected. Bids without cover letter (specimen provided in Bid Documents) shall also be rejected.

### PRE BID MEETING & CONTACT FOR TECHNICAL INFO:

A pre bid meeting is scheduled for **15 May, 2018 at 10:30 am** in the Board Room 8<sup>th</sup> floor at EOBI Head Office. Interested bidders may attend the meeting to seek clarifications, if any. For technical queries, please contact **Mr. Haris Bin Maqsood, Deputy Director (IT), IT Department Head Office** or through email at [haris.maqsood@eobi.gov.pk](mailto:haris.maqsood@eobi.gov.pk). RFPs can be obtained from the above mentioned address.

This advertisement is also displayed on EOBI and PPRA websites.

Hamid Ali Khan

Director

(General Administration Department)