



# Employees' Old-Age Benefits Institution

Ministry of Overseas Pakistanis & Human Resource Development

Government of Pakistan

EOBI Head Office 190/1/B Block-2 PECHS Karachi

## Tender Notice

### Procurement Services of a Firm for EOBI Registration Card Printing and Lamination

1. Employees' Old-Age Benefits Institution (EOBI) invites sealed bids from eligible and well reputed firms for the subject **EOBI Registration Card Printing & Lamination Services** through skilled personnel for the period of two years extendable for three years on annual basis upon satisfactory services.
2. The bidding will be conducted under National Competitive Bidding pursuant to rule 36(b) of PPRA-2004 'single stage two envelope procedure' Technical and Financial proposals should be sealed in two separate envelopes with clearly marked as TECHNICAL & FINANCIAL along with tender description and name of Bidder to meet the following '**minimum eligibility criteria**'.
  - a. The bidder must be registered with income Tax, Sales Tax, SRB, EOBI, Social Security, etc Departments.
  - b. The bidder should have verifiable proofs having two years' experience of at least two years of providing similar assignments/services.
  - c. The bidder must be in active taxpayers list of Income Tax Department.
3. EOBI Registration cards are "paper cards". Cards once printed are to be 'matt laminated'. Following specifications would help services providers in presenting their proposals/bids.

Printing Process	Offset	Background	Duplex tint Background
Lamination:	150 micron	Monogram	Invisible monogram (glow under U/V light)
Paper type:	120 grms. Water marks	Micro Lettering	Micro Text Line
Main Text	Black or any approved color	Card Size	5.5 cm x 8.5c.m.

4. The EOBI Registration Cards are printed through an elaborate computerized process in which data of newly registered insured persons is pulled from a central database through a software application to be developed by the card printer. The process of card printing is attached for reference. The technical queries only related to card printing process may be directed by DDG (IT) through email. After passing through this process, cards are subject to a physical quality assurance check. Location wise stacks are then prepared and sealed in envelopes for onward delivery to EOBI regional offices through courier. Approximately 20,000 cards are expected to be printed in a month. Then specimen of EOBI Registration Card is also available along with bid form (Schedule 'B').

5. The complete set of RFT/Tender document may be obtained by interested bidders on submission of written application to the office below upon payment of non-refundable fee of Rs. 1000/- (Rupees one thousand only) in the shape of pay order from any scheduled bank in favor of Employees' Old-Age Benefits Institution.

6. The Bids prepared in accordance with the instructions as per Technical criteria mentioned in the bidding documents. The Bid security equivalent to 2% of the bid amount enclosed in Technical criteria envelope must reach to the office of undersigned on or before 18<sup>th</sup> March, 2021 by 11.00 am. The technical bid will be opened on the same day at 11.30 am in the presence of the bidders who wish to be present in the Board Room at 8<sup>th</sup> Floor, EOBI Head Office, Karachi.

7. The Advertisement is also upload for display on the websites <http://www.ppra.org.pk> and <http://www.eobi.gov.pk>.

The proposals must remain valid for a period of 120days after opening of bids. EOBI may reject all bids or proposals at any time prior to the acceptance of bid or proposal according to the PPRA rules.

**Muhammad Naeem Shoukat**  
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