

## **Bidding Document**

**For Health Insurance of PLDDB employees**

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**Punjab Livestock & Dairy Development Board**  
25-C Muhafiz Town, Main Canal Road, Near Thokar Niaz Baig, Lahore  
Ph: 042 – 35457613-4, 99238578 ; URL: [www.plddb.pk](http://www.plddb.pk)



## **Tender Notice**

### **For Health Insurance Cover of Employees**

Punjab Livestock & Dairy Development Board (PLDDB) is a non-profit Organization established under Section 42 of the Companies Ordinance, 1984. The PLDDB has been aimed to develop Livestock & Dairy sector of the Punjab while facilitating small & large farmers in production, processing & marketing with the latest infrastructure and modern farming technologies to improve their animals' genetics and milk/ meat production ratio.

PLDDB invites the sealed Bids from A+ rated by PACRA/JCR-VIS Medical/ Health Insurance Companies (having at least 05 years' experience) for it's about 30 Head Office employees. Applicant must have their head office or sub-office in Lahore. Insurance Cover is required for outdoor and hospitalization/ emergency services. Interested Firms may participate in the tender while providing following information:

- Full name of the firm, permanent address and number of major clients.
- Financial Bid against the said services.
- Information about infrastructure of the insurance company including offices, sub offices and branches details.
- Annual financial statement for the last five years.
- List of panel hospitals.
- Time period for settlement of medical claims.
- List of policy exclusions.
- Must submit 2% bid security (refundable) through bank instrument in favor of PLDDB along with Bid.

Only documented authorized representatives of insurance companies may collect detailed document regarding employees and their families. Shortlisting criteria can be obtained at the following address. Tender Notice containing sealed Technical & Financial Bid separately should reach at the under given address on or before 24<sup>th</sup> June, 2015 till 10 am. Technical Bid will be opened at 11 am and Financial Bid will be opened at 01 pm on the same day in the presence of all Bidders or their authorized representatives, only technically qualified Bidders may participate in the Financial Bid. PLDDB may reject all bids at any time prior to acceptance of a bid as per PPRA Rules.



Senior Manager Finance & Admin  
**Punjab Livestock & Dairy Development Board**  
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**Punjab Livestock & Dairy Development Board**  
**Services required for Health Insurance**

**Short listing Criteria**

All prospective bidders are hereby informed that following criteria will be considered for shortlisting the Bidders. Consequently, only technically short listed bidders will be considered for next stage.

Shortlisting of bidders will be done on the basis of score obtained out of 100 according to the following table:

<b>Evaluation Areas</b>	<b>Maximum Score</b>	<b>Score Obtained</b>
A. Bidder's Profile and Strengths	15	
B. Benefits	15	
C. Financial Bid	70	
<b>Total</b>	<b>100 Score</b>	

NOTE: In order to qualify for the financial Bid, bidders will be required to obtain a minimum score of fifteen (15) out of thirty (30).

<b>A. Bidder's Profile and Strengths</b>		<b>Total Marks = 15</b>		
<b>Criteria</b>	<b>Range</b>	<b>Max. Score</b>	<b>Score Obtained</b>	
Annual Revenue	0.750 billion – 1.5 billion	5		
	Exceeding 1.5 Billion	10		
Rating of Firm/Company	A+	05		
	Less	03		
<b>B. Benefits</b>		<b>Total Marks = 15</b>		
<b>Criteria</b>	<b>Range</b>	<b>Max. Score</b>	<b>Score Obtained</b>	
Number of panel hospitals	Max hospitals	10		
	Less hospitals	05		
Number of clients having one billion plus turn over	10-15	03		
	15-20	05		
<b>C. Financial Bid</b>		<b>Total Marks = 70</b>		

**NOTE: Final score will be considered accumulating Technical & Financial both**

**Required Documents to be submitted as part of Tender Notice submission**

1. Copies of Memorandum of Association and Articles of Association
2. Company profile (with particular reference to project in the related business field)
3. List of Board of Directors
4. Proof of financial soundness (Bank statements for the last five years)
5. Audited financial statements of last five years
6. Statement that the bidder has not been blacklisted by any of the public sector regulatory bodies or others
7. Membership of Chamber of Commerce / Trade Associations (if any)
8. Rating category evidence
9. Panel hospitals list
10. Client list with financial strength evidence
11. Any other information

Bidding document of Health Insurance Cover services required

<b>PUNJAB LIVESTOCK &amp; DAIRY DEVELOPMENT BOARD</b>				
<b>Plan</b>	<b>Name</b>	<b>Date Of Birth</b>	<b>NIC Number</b>	<b>Relation</b>
<b>C</b>	<b>NADEEM IQBAL</b>	<b>8/9/1990</b>	<b>35202-7243885-7</b>	<b>EMPLOYEE</b>
<b>B</b>	<b>MUHAMMAD FAROOQ</b>	<b>2/22/1976</b>		<b>EMPLOYEE</b>
B	SHAHEEN FAROOQ	2/11/1981		WIFE
B	M. HANZALA FAROOQ	1/26/2006		SON
B	M. HAMAD FAROOQ	2/6/2009		SON
B	ARISHA FATIMA	12/29/2011		DAUGHTER
<b>B</b>	<b>Muhammad Nazir Satti</b>	<b>19/09/1990</b>	<b>35202-2166496-9</b>	<b>EMPLOYEE</b>
<b>B</b>	Mehar-un-nish	25/12/1969		Mother
<b>B</b>	<b>Zill-e-Hasnain</b>	<b>20/04/1978</b>	<b>34301-8176842-7</b>	<b>EMPLOYEE</b>
<b>B</b>	FOZIA HASNAIN	10/11/1980		WIFE
<b>B</b>	NARJIS FATIMA	10/11/2007		DAUGHTER
<b>B</b>	SABEEL FATIMA	5/9/2011		DAUGHTER
<b>B</b>	<b>Zahid Hussain Hashmi</b>			<b>EMPLOYEE</b>
<b>B</b>	Syeda Zareen Zahid	15/03/1973		<b>WIFE</b>
<b>B</b>	Ahmad Mujtaba	10/11/1997		<b>SON</b>
<b>B</b>	Muhammad Shaheer	3/2/2000		<b>SON</b>
<b>B</b>	Alizay Zahid Hashmi	22/08/2003		<b>DAUGHTER</b>
<b>B</b>	Ahmad Abdullah	24/07/2005		<b>SON</b>
<b>B</b>	<b>Rehan Ahmed</b>	<b>18/03/1982</b>	<b>35202-6952882-5</b>	<b>EMPLOYEE</b>
<b>B</b>	Mehwish Rehan	7/3/1988		WIFE
<b>B</b>	<b>Zahoor Ahmad</b>			<b>EMPLOYEE</b>
<b>B</b>	Shazia Zahoor	21/03/1973		<b>WIFE</b>
<b>B</b>	Umair Zahoor	10/4/2002		<b>SON</b>
<b>B</b>	Hamza Zahoor	22/05/2003		<b>SON</b>
<b>B</b>	Hanzala Zahoor	15/07/2005		<b>SON</b>
<b>B</b>	Yushay Zahoor	27/01/2010		<b>SON</b>
<b>B</b>	<b>Amir Zeshan</b>	<b>14/08/1982</b>	<b>33100-0596549-1</b>	<b>EMPLOYEE</b>
<b>B</b>	Saba Sattar			
<b>C</b>	<b>Ilyas Malik</b>	<b>6/3/2014</b>	<b>35202-8983454-5</b>	<b>EMPLOYEE</b>
<b>C</b>	<b>Asad Ullah Khan</b>	<b>16/01/2014</b>	<b>36602-2514878-5</b>	<b>EMPLOYEE</b>
<b>C</b>	<b>MUHAMMAD IRFAN</b>	<b>3/1/1985</b>	<b>33303-9242429-5</b>	<b>EMPLOYEE</b>

Bidding document of Health Insurance Cover services required

<b>A</b>	<b>NADEEM MUSHTAQ GAJANA</b>	<b>4/15/1981</b>	<b>35301-1937948-1</b>	<b>EMPLOYEE</b>
<b>A</b>	Fozia Parveen	25/02/2014	35301-1880059-8	WIFE
<b>A</b>	Hajira Mushtaq	9/5/2015		DAUGHTER
<b>A</b>	<b>Zahid Hassan Qureshi</b>	<b>7/1/1977</b>	<b>32102-5747400-1</b>	<b>EMPLOYEE</b>
<b>A</b>	Shagufta Zainab Qureshi	7/6/1984		WIFE
<b>A</b>	Muhammad Hussain Jahania	20/02/2005		Son
<b>A</b>	Maheen Fatima	10/9/2008		Daughter
<b>A</b>	Noor Fatima	13/02/2010		Daughter
<b>A</b>	Zoha Fatima	14/02/2014		Daughter

<b>Total Number of Employees</b>	<b>15</b>
<b>Total Number of Spouses</b>	<b>9</b>
<b>Total Number of Children</b>	<b>22</b>
<b>Total Number of Insureds</b>	<b>46</b>

<b>Plan</b>	<b>Grade</b>
<b>A</b>	<b>M-II, E-I</b>
<b>B</b>	<b>EIII, E-II</b>
<b>C</b>	<b>O-II, O-I</b>

Bidding document of Health Insurance Cover services required

Insured Limits as per PLDDB manual

<b>Category</b>	<b>In Patient</b>	<b>Out Patient</b>	<b>Normal</b>	<b>Cesarean</b>	<b>Room Limit</b>
<b>A</b>	300,000	20,000	25,000	50,000	5,000
<b>B</b>	200,000	15,000	20,000	40,000	4,000
<b>C</b>	150,000	10,000	15,000	30,000	3,000