

NATIONAL BANK OF PAKISTAN

PRE-QUALIFICATION NOTICE

National Bank of Pakistan (NBP) is considering its critical official data/record across Pakistan to be digitized. In order to implement this program, National Bank of Pakistan is looking to pre-qualify and solicit proposals from experienced suppliers to implement this plan. The following requirements need to be met in order for the supplier to pre-qualify.

Eligibility Criteria

The following eligibility criteria shall be followed:

S. No.	Terms & Conditions
1.	Supplier must be legal entity in Pakistan registered with relevant permissions and documentation to operate across Pakistan, must have an NTN number, on active tax payer list (ATL) of FBR and be registered for General Sales Tax.
2.	Supplier will need to furnish audited financial statements for the last 3 years having minimum turnover of Rs. 30 million per annum.
3.	The company must be able to exhibit at least 5 years of experience of providing similar document management services to at least 3 reputable financial institutions in Pakistan.
4.	The company must be able to exhibit its coverage all over Pakistan with at least two warehouses in any of the bigger cities of Pakistan.
5.	Supplier must provide their total staff strength with roles and responsibilities.
6.	Undertaking on legal stamp paper that bidder is not involved in any kind of bankruptcy, they have not been adjudged an insolvent; there is no execution of decree or order of any court which is pending against them and they have not been convicted of a financial crime nor are they tax defaulters.

Guidelines for submission of Proposal

In order to qualify for the next stage, the supplier must meet the stated eligibility criteria. Interested firms fulfilling the defined criteria are requested to submit their proposals by providing information that they possess which reflects their required capabilities and expertise (including firm/company profiles, relevant experience, financial statements, description and experience of similar work, resume of appropriate personnel with appropriate skills, documents above mentioned and any other relevant information, etc.)

Proposals shall be submitted in two separate envelopes, one marked ORIGINAL and one marked COPY, meeting the above criteria, must reach at the below mentioned address on or before November 27, 2018 by 11:00 a.m. and will be opened on the same day at 11:30 a.m. publicly in the presence of Tender Opening Committee and bidders who opt to attend. Shortlisted firms who will qualify on the stated eligibility criteria will be contacted for submission of Technical and Financial Proposal against the RFP. NBP also reserves the right to cancel this invitation at any stage.

This advertisement is also available on NBP (www.nbp.com.pk) and PPRA (www.ppra.org.pk) websites.

Divisional Head

Logistic Support Group

National Bank of Pakistan

3rd Floor, NBP Head Office, Karachi.

Tel: 99220100-24