

Memo No. 8995-96/CEO/MEPCO/AG-138-Misc

Dated: 06 FEB 2024


Director (Public Relations)
MEPCO HQs Multan

Subject: PUBLICATION OF RFP FOR PROVISION OF HEALTH INSURANCE SERVICES.

Please find enclosed herewith a request for proposal for publication in one English & one Urdu Newspaper widely published in Pakistan as per MEPCO Policy. The publication must be upto 12.02.2024.

The date of opening of tender has been fixed as 05.03.2024. Please provide copies of press clipping to this office accordingly.

Encl. / As above


Dy: Director (Admn & Services)
MEPCO HQs Multan

Copy:-

1. Mr. Khurram Javed, AM (CO) Staff Officer, MEPCO HQs Multan for information and uploading the same on the MEPCO & PPRA websites.
2. Mr. Rizwan Mehmood, Dy: Director (I.T) 1st Floor FBC Building near State Bank, Sector G-5/2, Islamabad with the request to upload the same on PPRA website www.ppra.org.pk (051-9205728. 051-9205726 Fax. 051-9219149).
3. Master File.

REQUEST FOR PROPOSAL FOR PROVISION OF HEALTH INSURANCE SERVICES

The Multan Electric Power Company (MEPCO) is one of the largest electricity distribution company in Pakistan. Its area of operation comprises of 13 districts of south Punjab. MEPCO intends to hire Health Insurance Services for its employees, pensioners and their families through Health Insurance Companies having minimum 05-year experience in same field.

Sealed Proposals (as per Single stage two envelope procedure) are invited from reputed Health Insurance Companies for provision of Health Insurance Services for MEPCO employees, pensioners and their dependents through a contract agreement.

GENERAL TERMS & CONDITIONS

- The duration of the contract will be initially for 01-Year extendable (with mutual consent) on good performance of service provider.
- The company must be AA++ & Above rated by PACRA / JCR / VIZ.
- The company must have Active National Tax Number (NTN) & Valid and active registration with Punjab Revenue Authority (PRA).
- The company must have Registration with Securities & Exchange Commission of Pakistan or Registrar of Firms (whichever is applicable).
- The company has not been blacklisted by any Government organization / entity.
- The bidder must submit the GST and Income Tax Registration Certificate along with the bid documents.
- The company must have reputable hospitals on its panel in all thirteen districts of MEPCO jurisdiction i.e.(Multan, Muzafargarh, Layyah, D.G.Khan, Rajanpur, R.Y.Khan, Bahawalpur, Lodhran, Vehari, Bahawalnagar, Pakpattan, Sahiwal and Khanewal) as well as all over Pakistan. The bidder will be bound to add hospitals on its panel as per requirement of MEPCO.
- The bidder shall submit copies of such contract agreement signed with Govt. / Semi Govt. / private institutions with satisfactory service certificate issued from concerned Authority.
- The fees, cost, rates and charges will not be changed during the contract agreement period.
- The Tender documents (containing complete relevant information) may be obtained from the office of Director (Admn) MEPCO HQs Khanewal Road Multan at the cost of Rs.20,000/- during the office hours upto **04.03.2024**. No Tender will be issued on Tender opening date i.e. **05.03.2024**.
- A Pre-Bid Meeting will be held on **22.02.2024** in the office of DG (HR & Admn) MEPCO HQs, Khanewal Road Multan.
- Tender duly sealed and super-scribed as "Tender for Provision of Health Insurance Services" must be delivered in the office of Director (Admn) MEPCO HQs Khanewal Road Multan on **05.03.2024** upto 11:00 AM, which will be opened at 11:30 AM on the same date and in the presence of the representatives of the companies, who may like to attend. In case of late submission, Tenders will not be entertained.
- Each tender must be accompanied by bid guarantee of Rs.5,000,000/- (Rupees Five Million only) in the form of Bank Draft or CDR payable at Multan in the name of Finance Director, MEPCO HQ Khanewal Road Multan otherwise tender will not be entertained.
- The successful bidder shall submit irrevocable performance guarantee issued by any Scheduled Bank of Pakistan having at least "A" category rating equal to 10% of contract amount, which will be valid until 150 days after the expiry of the contract term.
- The Bids should remain valid for 120 days and bid guarantee should remain valid till 150 days from the bid opening date.
- MEPCO reserves the right to reject all bids without assigning any reason and as per clause 33 (1) of PPRA Rules 2004.

DG (HR & Admn)
MEPCO HQs Multan