



**NATIONAL INSURANCE COMPANY LIMITED**  
(OWNED BY THE GOVERNMENT OF PAKISTAN)  
CUIN#0041095

**“SAY NOT TO CORRUPTION”**

**TENDER NOTICE**  
(Ref No. NICL/Tender/IT/2022-2)

**Invitation of Bids for HR, Payroll and Attendance Software**

National Insurance Company Limited (NICL) is a General Insurance Company owned by the Government of Pakistan, working under Ministry of Commerce. The management of NICL invites bids from IT solutions providers for development and implementation of HR, Payroll and Attendance Software including migration of data of current software applications.

RFP may be obtained from IT department, Head Office or through email to [it@nicl.com.pk](mailto:it@nicl.com.pk) (free of charge)

Bidding shall be carried using single stage-two envelope procedure of PPRA rules involving submission of technical and financial bids in separate sealed envelopes clearly marked as ‘TECHNICAL BID FOR HR, PAYROLL AND ATTENDANCE SOFTWARE’ and ‘FINANCIAL BID FOR HR, PAYROLL AND ATTENDANCE SOFTWARE’, respectively. Bidders are required to submit sealed financial bid along with bid security of 4% of the total bid value in the form of pay order payable to ‘National Insurance Company Limited’.

Sealed technical and financial bids may be submitted to IT department and address mentioned below by 2:30pm on 20<sup>th</sup> May 2022 with technical bids to be opened on the same day at 3:00pm in the presence of the bidders and bid opening committee. Financial bids shall only be opened for qualifying technical bids at later stage.

**Bidder must have registered office in Karachi or Lahore or Islamabad**

IT Department  
5<sup>th</sup> Floor, NIC Building, Abassi Shaheed Road, Karachi  
Tel: 021-99026512 Email: [it@nicl.com.pk](mailto:it@nicl.com.pk)