

INVITATION FOR SEALED QUOTATION

NIC ASIA Bank invites sealed quotations from the interested Insurance Companies for mentioned below Insurance Policies:

- Staff Term Life Insurance Policy
- Comprehensive Vehicle Insurance Policy

The sealed proposal should be in the format of RFQ for Staff Term Life Insurance Policy and Comprehensive Vehicle Insurance Policy which can be obtained from General Administration and Project Management Department of the Bank upon payment of non-refundable document fee by depositing NPR 5,000.00 (Nepalese Rupees Five Thousand Only) each for the mentioned RFQ in account number "00983655241001" of NIC Asia Bank.

Eligibility Criteria:

- Insurance company should be registered under the Companies Act of Nepal with at least 2 years in operation.
- Insurance Company must have experience in related field (supporting documents to be attached)
- Insurance Company must have annual turnover of 100 Million in FY 2079/80

Document Requirement:

- Duly notarized Company Registration Certificate
- Duly notarized copy of PAN/VAT certificate
- Duly notarized MOA and AOA
- Duly notarized audited Financial Statements for the latest Financial Year 2079/80
- Duly notarized Tax Clearance certificate for the latest Financial Year 2079/80
- Duly notarized latest Share Register (Share Lagat)
- Duly notarized latest Director's Register (Sanchalak Lagat)
- Duly notarized valid License from Beema Samiti
- Duly notarized latest Company Update (Company Adhyawodhik)
- Reinsurer Details consisting reinsurer company name and location
- Appreciation letter/ Reference letter issued by Commercial Bank(s)/ renowned corporate houses to back the claim of experience.
- RFQ Document Fee deposit voucher
- All other documents as prescribed in RFQ document.

Sealed quotation with all the required documents mentioned above are to be submitted within close of business on 21st August 2024 in the prescribed format. Sealed RFQ should be addressed to General Administration & Projects Management Department and must be submitted in individual sealed envelope with different policy quotation. Sealed RFQ received after the deadline will not be accepted.

Note: NIC ASIA Bank reserves the right to accept the offer wholly or partially, annul or modify the RFQ process and/or reject all quotations without assigning any reasons whatsoever.

