

Bidding Document

**TAKAFUL COVERAGE
FOR THE YEAR 2019-2020**

Last Date for Submission : February 11,2019 at 10.30 am

Tender Opening Date / Time : February 11,2019 at 11.00 am

Tender Notice

The Bank of Khyber (BOK) invites sealed bids from takaful companies/insurance having window takaful for takaful coverage of its assets, as per detailed below, under single stage single envelop basis in accordance with KPPRA Procurement Rules 2014.

Scope of Work :

Takaful Coverage of bank's assets (Fire Takaful)/ Terrorism Cover, Blanket/Banker policies of Cash in Safe, Cash in premises/ATM, Cash in Transit, Cyber Crimes, Lockers Insurance of all Islamic Branches and Guard less Branches from 01-03-2019 to 28-02-2020

Requirement of Takaful Coverage For (Guard & Guard less Branches)

- Takaful of Assets Fire/Terrorism Cover
- Cash Limit to Branches Banker/Blanket
- Cyber Crime/Debit Card (Plastic Cards)
- Lockers

Specifications:

PLASTIC CARD AND CYBER CRIME TAKAFUL

COVERAGE:

Debits established against the participant resulting only from the following perils, as more specifically defined under Company Cyber Net Crime and Plastic Card Takaful Rs. 100,000/- or in foreign currency per transaction / event and any purchases made of stolen, lost card, any similar type of transactions (Fraudulent use of Debit Card, ATM) etc.

Coverage	International Currency Account	Rupees Account	
	Limits Per Event / Transaction	Limits Per Event / Transaction	
Cyber Crime, Skimming, Phishing etc. International Currency Account	100,000		
Cyber Crime, Skimming, Phishing Rupee Account		100,000	200,000/- EEL

Employee Dishonesty Fraudulent use of Electronic Data per Account		500,000	500,000/- EEL
Fraudulent use of Debit Card, Credit Card, ATM Card due to lost or being stolen, used in POS or any other misuse or similar type of transaction etc	100,000	100,000	Each transaction having Rs. 100,000/- coverage limit per transaction / event having 50(M) of AGG in a year

Cyber Crime Through I.T System, network Takaful coverage:

1. Cyber Crime , Skimming , Pishing , similar type of activity etc **Rs. 50 (M) AGG**

Following risk to be covered:

- E-Frauds hacking.
- Fraudulent Transactions through different Bank instruments.
- Embezzlement through E-Nets (i.e Internet, email server etc)
- Other similar type of modus operandi.

BANKER/ BLANKET TAKAFUL POLICY (LIST SHALL BE PROVIDED)

CLAUSES:

- Infidelity of Employee 30,000,000 EEL
60,000,000 AGG
- Cash on Premises 770,770,000 EEL/ AGG
(Irrespective of Security Guard/whether security Guard posted or not/Guard less)
(Cash on Counter, Strong Room, ATM (Onsite/ Offsite),Cash at Booth, Cash at Premises)
- Cash in Transit 80,000,000 EEL/ AGG
(Cash through Security Agencies, Personal Cars, Aircraft, Physically by staff etc)
- Forged Cheques 10,000,000 EEL
30,000,000 AGG
- Life Risk Takaful coverage per person Rs. 2,500,000/-and Rs. 2,500,000/- CIT
(IBB Hangu,IBB Batkhela, IBB Manshera,IBB Chaman,IBB Upper Dir,IBB Serai Naurang,IBB Thall,IBB Swari,IBB Dargai,IBB Chew Bazar Chitral, IBB Batagram, IBB Shabqadar, IBB Lakki Marwat, IBB Khar Bajaur Agency, IBB Munda Lower Dir, IBB Saleh Khana, IBB Tank, IBB Dara Adam Khel, IBB Sakhakot, IBB Zhob, IBB Puran Shangla, IBB Barawal bandi, IBB Torghar, IBB Torkham, IBB Topi).

Total (25 Branches)

6. Counterfeited Currency 10,000,000/- AGG

NOTE: a - 30% of the Excess Cash (If any) shall be treated as over on daily basis.
b- List of night Guard less branches will be provided from time to time.

FIRE TAKAFUL POLICY

INTEREST:

Building, Stock of Furniture, Fixture **including but not limited to** Glass, Glass Doors, Fittings, Office Equipment's, Machinery including ATMs , Generators, Computers, Printers , walkthrough Gates, Ups, Burglar Alarm, CCTV system, DVRs and cameras, Fax , Photocopiers and Stationery etc.Total Sum Rs: 325,000,000/-

Note: a- List of Branch Generator will be provided.
b- List of night Guard less branches will be provided time to time.

RISK: FIRE, RIOT & Strike Damages, Malicious Damages, Burglary, Theft, Impact Damages, Aircraft, Atmospheric Disturbance, Explosion, Earthquake Fire & Shocks and Electrical Clause A&B, etc.

INCLUSIVE OF:

1. Re-Instatement Clause
2. No Deductable whatsoever /Depreciation

TERRORISM TAKAFUL POLICY

INTEREST:

Building, Stock of Furniture, Fixture including Glass, Glass Doors, Fittings, Office Equipment's, Machinery including ATMs, Generators, Computers, Printers, walkthrough Gates, Ups, Burglar Alarm, CCTV system, DVRs and cameras, Fax, Photocopiers and Stationery etc. Total Sum Rs: 325,000,000/-

RISK: FIRE, RIOT & Strike Damages, Malicious Damages, Burglary, Theft, Impact Damages, Aircraft, Atmospheric Disturbance, Explosion, Earthquake Fire & Shocks and Electrical Clause A&B, etc.

LOCKERS FOR TAKAFUL COVERAGE:

Branch wise Takaful Coverage, No of Lockers to be Insured, Amount to be insured and Amount of Takaful Coverage of Lockers is attached. **(Risk as per previous practice are to be covered)**

Size	Amount	No of Lockers to be insured	Amount of Takaful Coverage
Small	500,000	215	107,500,000

Medium	750,000	153	114,750,000
Large	1,000,000	61	61,000,000

Total Lockers to be Insured	429
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MANDATORY REQUIREMENTS

Bidders are required to submit its Proposal in accordance with the **Mandatory Requirements** as mentioned below. Failing which the proposal will not be considered.

#	Mandatory Requirements	Proof to be submitted for fulfilling Eligibility Criteria
1	The bidder must be registered entity.	Certificate of incorporation/registration with SECP to be submitted.
2	Bidder must have takaful experience/registration of three years.	Valid evidence to be submitted.
2	The bidder should be an Active Tax Payer and must be registered with FBR/KPRA.	The bidder should provide registration certificates with FBR and KPRA.
3	The bidder must have rating of AA- & above	Copy of rating to be submitted.
4	The bidder should not have been blacklisted by any of the Provincial / Federal Government or organizations of the State / Federal Government in Pakistan.	Affidavit to this effect on Rs.100 stamp paper to be submitted.
5	Bidder must have audited financials and possess sound financial status.	Audited balance sheet for last three years to be provided.

OTHER DOCUMENTS TO BE SUBMITTED

- Company Profile
- Details of major Corporate Clients
- Detail of last three years total claims paid history and unpaid (if any) with reason
- Details of Re Insurance arrangements

GENERAL REQUIREMENTS/TERMS AND CONDITIONS

- Bid security of Rs.200,000 in shape of CDR/PO in the name of Bank of Khyber to be submitted with the bids.
- Bid must be typed written, acceptance or rejection of hand written bid shall be sole discretion of the bank. There should not be errors and / or over-writings. Corrections if any should be made clearly and initiated with dates.
- All rates to be quoted in Pak Rupees and inclusive of all applicable Government taxes.

- Bids must be enclosed in a properly sealed envelope.
- Rates quoted shall be valid for 90 days from the date of bids.
- Bids received late shall not be entertained.
- In case of any conflict in bidders standard terms and terms & conditions and bid document, latter would prevail.
- Bank reserve the right to reject any or all bids in accordance with KPPRA rules.

Contact Person for any clarification

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