



Human Resources Division– Head Office, Lahore

**PRE-QUALIFICATION OF INSURANCE COMPANIES
FOR BANK'S GROUP HEALTH, LIFE & STAFF LOAN INSURANCES**

**INVITATION OF APPLICATIONS/EXPRESS OF INTEREST (EOI) FROM
INSURANCE COMPANIES FOR PRE-QUALIFICATION WITH THE BANK OF PUNJAB (BOP)**

Applications are invited for Pre-Qualification of Insurance Companies, minimum rated "A" and above, duly registered with Securities & Exchange Commission of Pakistan (SECP) having registered Head Office in Pakistan and dealing in Health, Life & Staff Loan Insurances. The interested and eligible companies fulfilling following criteria may apply latest by July 06, 2017:

- i. Number of working years
- ii. External Rating by PACRA/JCVR-VIS
- iii. Number of Corporate clients
- iv. Average number of Insured Members per client
- v. Average number of settled claims during last 03 years
- vi. Gross premium written for 2016 till date
- vii. Average Gross Premium Written for last 03 years
- viii. Net worth of the company
- ix. Average TAT of claims settlement (Days)
- x. No. of panel hospitals (Under Health Insurance Cover)

In addition to above, the insurance companies will submit the following documents;

- Undertaking for secrecy of information
- Last 03 years Audited Financial Statements
- Affidavit that company is not black listed by any corporate client

The eligible companies should follow the below instructions while applying for "Pre-Qualification";

1. The insurance companies will be required to submit separate proposal for Health and Life business.
2. The words "Pre-qualification for Health Insurance Business" and "Pre-qualification for Life Insurance Business" shall clearly be written on sealed envelopes.
3. Concealment of facts/misinformation will be sufficient cause for disqualification.
4. Applicants submitting incomplete/conditional applications will not be entertained.
5. Any cutting over writing must be authenticated by the authorized person.
6. The firm already working with the Bank will be required to apply afresh.
7. The Bank reserves the right to de-list/disqualify firm(s) as per relevant provision of PPRA Rules.
8. Bank may seek further information/clarification, if required.
9. Bank reserves the right to get evidences verified from the concerned authorities/clients.
10. Applications without documents for mandatory requirements will not be considered.
11. The Bank may extend the pre-qualification period from 1 year to 3 years.
12. The Bank reserves the right to reject all applications as per relevant provision in PPRA Rules 2014.
13. A firm with un-satisfactory performance with BOP in any insurance business will not be considered.
14. The insurance company will also be not considered against which the claims are outstanding at their end for a period of 180 days or more.
15. The insurance companies will also be assessed on the basis of feedback received from major hospitals of the country regarding their dealing/performance with the hospitals.

The sealed applications, complete in all respect, should reach through courier service at following address:

Group Head

Human Resources Division, 4th Floor

The Bank of Punjab

Head Office, BOP Tower, 10-B, Block E/II, Main Boulevard, Gulberg III, Lahore.

PABX: 042-35783700-10, (Ext – 452) Direct # 042-35783731, Fax: 042-35783795