



REQUEST FOR PROPOSAL

“PROCUREMENT OF EMV PAYMENT CARD PLASTIC WITH CERTIFICATION AND PERSONALIZATION FACILITY AS PER MASTERCARD & 1LINK STANDARDS”



FWBL\HO\IT\KK\MFK\2019\1

Published Date:

January 2, 2019

Proposals Submission Dead line Date:

January 17, 2019 12:00 PM

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Submission Details

Submission Deadline

All proposal submissions for responding to this request must be submitted on or before January 17, 2019, in a single sealed envelope containing two separate sealed envelopes distinctly marked as Technical and Financial Proposal.

Submission will be valid if:

- Responses to RFP are submitted no later than January 17, 2019 12:00 PM at FWBL, Head Office GF-2 Reception Area, S.T.S.M Foundation Building, CL-10/20/2, Beaumont Road, Civil Line, Karachi.
- Bids are submitted in a Single sealed envelope containing two separate sealed envelopes with separate marking “Technical Proposal” & “Financial Proposal”.
- All separate copies of Proposals and attachments must be provided in a sealed envelope marked as “ Technical Proposal”

Submission Questions & Clarifications

You may contact the following person if you have any questions or require clarification on any topics covered in this Request for Proposal:

Name: Muhammad Faraz Khan
Position: Head - Alternate Distribution Channels
Email: faraz.khan@fwbl.com.pk

Introduction

First Women Bank Ltd. a commercial bank caters to women at all levels of economic services and activities such as: - Micro, SME and Corporate, Treasury Operations, Trade and Finance, and Investment Banking thereby enable them to transcend their status from passive beneficiaries to dynamic agents of change.

The bank has made significant leaps in terms of technology acquisition and infrastructure upgrade in a short span. To sum it up, we have launched local and international payment card schemes and we are in process of setting up an enterprise wide CRM, establishing a 24/7 Phone Banking Call Center with IVR, and Implementation of Internet Banking.

The request for proposal document is solely for the procurement of EMV Payment Cards and its certification and personalization as per the industry standards

The high level **functional** requirement for above mentioned is as follows:

- Procurement of EMV PayPak and Mastercard PaymentCard Plastic
- Certification and Personalization of EMV (Chip & PIN)Payment Cards as per 1Link PayPak and Mastercard standards.

The later sections of the document provide additional information that will allow bidders to understand the scope of the effort and develop a proposal in the format required by FWBL to fulfill the business and market needs.

Scope

FWBL intends to start on with the issuance of EMV – Chip and PIN based Payment cards for its customers and to convert its entire existing payment card schemes namely Proprietary, PayPak and Mastercard onto EMV Secured Chip and PIN standards to meet State Bank Compliance and to position its contribution towards the security of financial services in Pakistan; in this regards procurement of EMV payment cards with its certification and personalization as per industry standards is the basic requirement, as per SBP mandate banks entire card base must be EMV Chip and PIN secured by June 30, 2019.

The vendor should abide by the quality standards and specifications prescribed by PayPak and Mastercard; card printing, certification and personalization should be strictly in accordance with the respective card schemes standards.

In case of on premises solution vendor must support the bank in re-carding of all existing cards on to EMV.

Eligibility Criteria

Bidders of this RFP will be eligible only if they fulfill the following criteria at minimum:

- The bidder should be **NTN** and **GST** registered company in Pakistan.
- Bidder must be PayPak and Mastercard certified vendors / Local Partners for EMV Payment Card Plastic Designing, Issuance and Personalization.
- Bidder must commit to deliver initial order of cards within 5 weeks after the approval.
- The bidder must have been in business of manufacturing EMV Payment Card Plastics on proposed chip technology and its Personalization as per following:
 - For PayPak - 1Link certified
 - For Mastercard standards -at least 2 years in Pakistan.
- Bidder must have the required relevant qualified personnel and enough strength to fulfill the requirement of assignment, including a technical and operational team available for support 24 hours a day, 7 days a week, throughout the year.
- The bidder must have provided EMV Payment card plastic supply and personalization services on proposed chip technology for at least 4 commercial banks in Pakistan.
 - Among the 4 reference provided, as specified above, at least two banks should have more than 300 plus branches each.

- Bidder must have annual revenue of at-least PKR 50million during the last one year and at least 25,000 cards per Bank produced in the last three years.
- The bidder should have supplied over 100,000 EMV payment cards(with proposed chip technology) (Either Visa, mastercard, Union-Pay, PayPak; not propriety ATM Cards) in Pakistan within year 2018.
- In case of Off-Premises Solution EMV Payment Card Personalization Solution, copy of certificate from 1Link and Mastercard
- Copy of PCIDSS Certificate, in case of Off-Premises EMV Payment Card Personalization Solution.

This is single stage two envelop bidding procedure as per PPRA rules the bidders shall submit their proposals in one sealed envelope containing two different separate sealed envelopes marked as “Technical Proposal” and “Financial Proposal” Only Technical envelop will be opened in the presence of bidders and Financial proposal envelops will stay in FWBL custody till the opening of Financial bids.

Financial proposals from bidders that met the minimum technical score will be opened in front of bidders.Final date of opening of Financial Bids which will be communicated to all the bidders in advance.

Further final evaluation reports containing the combination of marks including technical and financials will be published on FWBL website and PPRA as well.

Successful bidder which qualifies the combined evaluation will hold a meeting with the management of the Bank to discuss in details the exact requirements and procedures to be followed in conducting this assignment.

After the finalization of combined evaluation the qualifying organization will be issued “Letter of Intent” which will be followed by the Service agreement and Service order.

Submission Timeline& Location

FWBL reserves the right to modify below timeline at any time. Should the due date for proposals be changed, all prospective respondents shall be notified. The proposal must follow as per the following high level schedule.

Location and Timing

Bids/Proposals must be delivered to the FWBL, on or before, January 17, 2019 12:00 pm and only technical proposals will be opened on the same date at FWBL, Head Office GF-2 Reception Area, S.T.S.M Foundation Building, CL-10/20/2, Beaumont Road, Civil Lines, Karachi.

Milestone	Date
RFP Released	January 2, 2019
Last Date to receive letter of Intent from Prospective Bidders and Deadline for Submission of Questions for Clarifications on RFP	January 09, 2019
FWBL to provide responses to queries in writing. If required, a conference call will be arranged by FWBL	January 11, 2019
RFP Bid Submission Date and Time	January 17, 2019 12:00 PM
Opening of Technical Bids	January 17, 2019 12:30 PM
Opening of Financial Bids	TBD

As a result of this Request for Proposal, FWBL may do one of the following at its discretion:

1. Award a contract for this Request for Proposal on the basis of prescribed evaluation criteria.
2. Cancel the whole process.

Proposals Evaluation Criteria

Proposals will be evaluated on the basis of 50– 50 i.e.

- 50% of the proposal strength will be measured in Technical evaluation
- 50% of the proposal strength will be measured in Financial evaluation

Technical Score

Technical evaluation of the proposals will be given weight through the below mentioned factors based on the below formula.

$$\frac{\text{Bidders Technical Score}}{\text{Total Technical Score}} \times \text{Weight}$$

Minimum score of 70% on evaluation criteria specified in Annexure A is required to qualify for financial evaluation.

Financial Score

Bid Price will be calculated as:

Quoted Financials should include the price of solution that is supporting/surrounding all components (i.e. Application cost for primary, backup, DR site and One Time Implementation Cost).

$$\frac{\text{Lowest Bid Price}}{\text{Bidder's Price}} \times \text{Weight}$$

Combined Evaluation will be calculated by adding the Technical and Financial Evaluation as below:

$$\left[\frac{\text{Bidders Technical Score}}{\text{Total Technical Score}} \times \text{Weight} \right] + \left[\frac{\text{Lowest Bid Price}}{\text{Bidder's Price}} \times \text{Weight} \right]$$

Scope of Work

FWBL is looking for a vendor to undertake to complete the proceeding (with regards to EMV chip and PIN PayPak and Mastercard Payment Card Plastic Procurement and Personalization.

Bidders may propose technical and financial solution for either one of the payment schemes or both, depending on their certification status.

The scope of work is mentioned below.

1. **Obtaining Approval of EMV Payment Card Design** from 1Link PayPak and Mastercard.
2. **Procurement of EMV Payment Card Plastic** as per 1Link PayPak and Mastercard Payment card schemes standard that support Chip and PIN.

3. **Certification of EMV (Chip & PIN) Payment Cards:** This includes chip card certification with Mastercard and 1Link PayPak, where physical test chip card is to be send to mastercard and 1Link for certification.
4. **Personalization of EMV (Chip & PIN) PaymentCards:** This includes card embossing, magnetic stripe encoding, Chip writing and CVV number printing as per 1Link PayPak and Mastercard brands specifications.
5. **SFTP or any other mode of secure communication** with digital signatures / encryption & decryption for download of customer data via secure link to the Bank premises.
6. **Daily MIS Reports:** would be requires by the bank for personalized cards.
7. **Support for Re-Carding:** In case of on premises solution vendor must support the bank in re-carding of all existing cards on to EMV.

The vendor should abide by the quality standards and specifications prescribed by 1Link PayPak and Mastercard; EMV card printing and personalization should be strictly in accordance with the specimen provided by the bank.

FWBL will sign agreement with successful bidder for 3 years. Additional order, if and when required will be placed with the successful bidder using the per card prices quoted by successful bidder against the RFP.

Card Specifications

- EMV Standard Payment Card Plastic along with Magnetic stripe to support Chip & PIN.
- EMV Card Plastic Specification as per 1Link PayPak and mastercard standards must support chip and PIN.
- Card Plastic Designing as per bank’s provided artwork

Card Personalization

- To download customer data for card personalization SFTP or any other secured with digital signatures / encryption & decryption must be used.
- Card embossing, magnetic stripe encoding, Chip writing and CVV number printing as per 1Link PayPak and Mastercard brand specifications to support chip.

Deliverables with Turn Around Time

The following are the timelines for which the bidder needs to ensure maximum resource allocation.

- Test EMV Payment Cards for certification (Mastercard & PayPak) 1 week
- New Card e-Proofing 1 week

- | | |
|---|------------------|
| • Sample Card | 1 to 2 weeks |
| • Plastic Ordering and SFTP setup with the bank | 3 to 4 weeks |
| • Personalized Card Delivery (Upon Customer Request Dispatch for onward delivery) | 48 hours (to the |

For any delay, proper reasons should be submitted to the bank.

FORMAT FOR TECHNICAL BID

Technical Bids must be made in an organized and structured manner in the following form. All claims made by the bidder in response will have to be backed by documentary evidence.

- Table of Contents
- Technical Bid Cover Letter
- Technical Bid / Bid Particular for Tenders
- Bidder / Consortium Member's Profile
- Proposed Technical solution (including, but not limited to Chip)
- Methodology and detailed project implementation plan.
 - Project Implementation
 - Annual Support
- Technical Bid / Technical and Functional Requirement
 - Completed Evaluation Forms in Annexure A.
- Specification of Hardware & other licensing requirement (if any)
- Technical Bid - Details of Prior Experience
- Annexure
 - GST and NTN Certificate
 - Audited Financial Statements for last three years
 - Affidavit that bidder is not blacklisted
 - Affidavit that bidder will not subcontract any part of the project to any other vendor.

Technical Bid should be comprehensive, well presentable, with proper binding and use of separators.

FORMAT FOR FINANCIAL BID

The financial bid should be quoted as per the format. The financial bid should be accompanied by Financial bid cover letter. The Bidder shall bear all costs associated with the preparation and submission of its bid, including cost of presentation for the purposes of clarification of the bid, if so desired by the Bank. The Bank will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Tendering process.

- Financial Bid - Commercial Bid Cover Letter
- Financial Bid - Commercial Bid For FWBL Procurement of branded payment cards and its personalization.
- Bid Security
- Payment Terms

Bid Currency and Validity

- All prices must be quoted in Pak Rupees including all applicable taxes.
- Bid validity will be 180 days after the submission of proposals

Bid Security

All bids must be accompanied by a pay order of Five percent (5%) of total bid amount (where total bid amount = Total cost for 20,000 card plastic and personalization both) in Favor of First Women Bank Ltd enclosed in the sealed financial envelope and must be delivered to Information Technology Division, GF-2 Reception Area S.T.S.M. Foundation Building, CL/10/20/2, Beaumont Road Civil Lines, Karachi – 75530 on or before January 17, 2019 12:00 pm.

Bid security of successful bidder will be adjusted as a performance guarantee and will be released after the completion of the agreement.

Payment Terms

- Plastic payment will be made 100% upon delivery of the cards (ordered as per specifications mentioned in CARD SPECIFICATION).
- For personalization, payment will be made on monthly basis only after submission of invoice and detailed sheets (segregated as per card specification – if any)
- There will be no upfront fee, no Flat Monthly Fee and no setup cost to be made by the bank.

Please refer to Annexure A – for details on Organization & Team Evaluation to be considered as Technical and Functional requirement.

Pre-award Presentations

The FWBL reserves the right to require presentations and/or demonstrations/ Interview from any or all of the bidders, in which they may be asked to, provide additional information.

Complete Pricing

The respondent should include all incidental expenses in the project pricing. This includes travel expenses, printing or reproduction, communications, etc. Any invoices for expenses beyond those **itemized (listed)** in the RFP response will not be entertained by FWBL.

Annexure A

This section includes vendor evaluation criteria with the following section:

- **Organization and Team Evaluation**

Please complete the following evaluation form (below) - Bidder must score at-least 70% to be eligible for financial bid evaluation.

Organization and Team Evaluation

No	Evaluation Factors and Description	Total Marks	Max Marks	Total Marks and Distribution ranking
1	The bidder should be a Company Registered in Pakistan and in operation for at least 3 years as on the date of submission.	15	15	<u>TO BE JUDGED ON PROVIDED CERTIFICATE OF INCORPORATION/REGISTRATION</u>
2	Organization Experience in providing EMV payment card plastic on proposed Chip Technology.	15	15	The bidder / consortium partner must have been in business of manufacturing EMV payment card plastics on proposed chip technology as per mastercard standards and its complete personalization for at least 6 years in Pakistan. <u>TO BE JUDGED ON PROVIDED LETTERHEAD OR UNDERTAKING</u>
			10	The bidder / consortium partner must have been in business of manufacturing EMV payment card plastics on proposed chip technology as per mastercard standards and its complete personalization for at least 4 years in Pakistan. <u>TO BE JUDGED ON PROVIDED LETTERHEAD OR UNDERTAKING</u>
			5	The bidder / consortium partner must have been in business of manufacturing EMV payment card plastics on proposed chip technology as per mastercard standards and its complete personalization for at least 2 year in

				Pakistan. <u>TO BE JUDGED ON PROVIDED LETTERHEAD OR UNDERTAKING</u>
3	Organization Financial Strength	15	15	Firm has more than Rs. 150million annual Turnover / Revenue for last Three (03) years and Audit Report is provided confirming company sound financial Position. <u>TO BE JUDGED ON PROVIDED AUDITED FINANCIAL STATEMENTS</u>
			10	Firm has more than Rs. 100million annual Turnover / Revenue for last Three(03) years and Audit Report is provided confirming company sound financial Position. <u>TO BE JUDGED ON PROVIDED AUDITED FINANCIAL STATEMENTS</u>
			5	Firm has more than Rs. 50million annual Turnover / Revenue for last Three(03) years and Audit Report is provided confirming company sound financial Position. <u>TO BE JUDGED ON PROVIDED AUDITED FINANCIAL STATEMENTS</u>
4	EMV Payment Card Supply Strength for proposed chip technology as per 1Link PayPak standards	15	15	Bidder / consortium partner(s) should have processed and supplied more than 150,000 PayPak EMV Chip Payment card plastics for banks during the last 2 financial years in Pakistan. <u>TO BE JUDGED ON PROVIDED CERTIFICATE FROM CLIENTS</u>
			10	Bidder / consortium partner(s) should have processed and supplied more than 100,000 PayPak EMV Chip Payment card plastics for banks during the last 2 financial years in Pakistan. <u>TO BE JUDGED ON PROVIDED CERTIFICATE FROM CLIENTS</u>
			5	Bidder / consortium partner(s) should have processed and supplied more than 50,000 PayPak EMV Chip Payment card plastics for banks during the last 2

				financial years in Pakistan. <u>TO BE JUDGED ON PROVIDED CERTIFICATE FROM CLIENTS</u>
5	EMV Payment Card Supply Strength for proposed chip technology as per Mastercard standards	15	15	Bidder / consortium partner(s) should have processed and supplied at least 500,000 Mastercard EMV Chip Payment cards (cumulative) for Banks/Financial Institutions/Govt. Agencies during the last 2 financial years in Pakistan. <u>TO BE JUDGED ON PROVIDED CERTIFICATE FROM CLIENTS</u>
			10	Bidder / consortium partner(s) should have processed and supplied at least 300,000 Mastercard EMV Chip Payment cards (cumulative) for Banks/Financial Institutions/Govt. Agencies during the last 2 financial years in Pakistan. <u>TO BE JUDGED ON PROVIDED CERTIFICATE FROM CLIENTS</u>
			5	Bidder / consortium partner(s) should have processed and supplied at least 100,000 Mastercard EMV Chip Payment cards (cumulative) for Banks/Financial Institutions/Govt. Agencies during the last 2 financial years in Pakistan. <u>TO BE JUDGED ON PROVIDED CERTIFICATE FROM CLIENTS</u>
6	EMV Payment Card Personalization Strength on proposed chip technology.	15	15	The bidder / consortium partner(s) must have personalized at least 150,000 Visa / mastercard / UnionPay/ PayPak EMV Cards for Banks/Financial Institutions/Govt. Agencies during the last 2 financial years in Pakistan. <u>TO BE JUDGED ON PROVIDED CERTIFICATE FROM CLIENTS</u>
			10	The bidder / consortium partner(s) must have personalized at least 100,000 Visa / mastercard / UnionPay / PayPak EMV Cards for Banks/Financial Institutions/Govt. Agencies during the last 2 financial years in Pakistan. <u>TO BE JUDGED ON PROVIDED CERTIFICATE FROM CLIENTS</u>

Request for Proposal

Procurement of EMV Payment Card Plastic with Certification and Personalization Facility as per Mastercard & 1Link Standards

			5	The bidder / consortium partner(s) must have personalized at least 50,000 Visa / mastercard / UnionPay / PayPak EMV Cards for Banks/Financial Institutions/Govt. Agencies during the last 2 financial years in Pakistan. <u>TO BE JUDGED ON PROVIDED CERTIFICATE FROM CLIENTS</u>
7	Technical Bid Completeness(documentary Proof, brochures, diagrams, non deviation material, relativity etc.)	10	10	<u>TO BE ASSIGNED BY TECHNICAL EVALUATION COMMITTEE</u>
8	Evaluation of Proposed Chip Technology.	20	20	<u>TO BE ASSIGNED BY TECHNICAL EVALUATION COMMITTEE</u>
TOTAL		120		

Name: _____

Location: _____

Date: _____

Company Seal & Bidder's Signature

Annexure B – Technical Bid Documentation

TECHNICAL BID COVER LETTER

Tender Reference No:

Date:

Head – Alternate Distribution Channels,
IT Division, FWBL.
Head Office, Mezzanine Floor,
STSM Foundation Building,
Civil Lines, Dr Zia-ud-Din Ahmed Road,
Karachi.

Dear Sir,

Sub: your RFP for “Procurement of EMV Payment Card Plastic with Certification and Personalization as per Mastercard & 1Link Standards”dated DD-MM-YYYY.

With reference to your subject RFP, we have examined and understood the instructions including all annexure, terms and conditions, project scope forming part of the RFP; we hereby enclose our Technical Bid for Procurement of mastercard Payment card plastic and personalizationas mentioned in the RFP documents.

In the event of acceptance of our bid by The Bank we undertake for Procurement of mastercard Payment Card Plastic and personalizationas per your purchase orders.

We agree to abide by the terms and conditions of this bid offer till 180 days from the date of opening of bids and our offer shall remain binding upon us which may be accepted by the Bank any time before expiry of 180 days.

Until a formal contract is executed, this tender offer, together with The Bank’s written acceptance thereof and Bank’s notification of award, shall constitute a binding contract between us.

Dated this day of _____ 2019

Signature: (In the Capacity of) _____

Duly authorized to sign the tender offer for and on behalf of

BID PARTICULARS

Name of the Bidder.	
Is the Bidder the Principal Owner of the solution or an Authorized Partner / Re-seller.	
Registered Address of the Bidder.	
Name of the person to whom all references shall be made regarding this tender.	
Designation of the person to whom all references shall be made regarding this tender.	
Address of the person to whom all references shall be made regarding this tender.	
Telephone No. (With country and area code).	
E-Mail of the contact person:	
Fax No. (With country and area code).	

Name: _____

Location: _____

Date: _____

Company Seal & Bidder's Signature

BIDDER / PRINCIPAL OWNER / AUTHORIZED PARTNER / OTHER CONSORTIUM MEMBER**PROFILE:**

S. No.	Name of the Company	
01.	Indicate whether the Company is the lead Bidder and whether the Company is the Principal Owner, Authorized Partner or Other consortium member	
02.	Year Established	
03.	Turnover (in PKR)	FY 2015: FY 2016: FY 2017:
04.	Profit After Tax (in PKR)	FY 2015: FY 2016: FY 2017:
05.	Proposed role of the member in the project	
06.	Proposed role of the member in the project	
07.	Head Office Address	
08.	Telephone No. (with country and area code)	
09.	Fax No. (with country and area code)	
10.	E-mail Address	
11.	Name of the Key representative for this project	
12.	Any accreditations / Certifications (e.g. CMM, ISO, ITIL etc.)	
13.	Previous experience for Procurement of branded card plastic and personalization for commercial banks.	Implementations in the last 5 years and before last five years:

The Bidder should fill this Annexure for the Bidder and any other member of the consortium separately (including the Principal Owner, Authorized Reseller / Partner and any other member of the consortium) As of this Date, the information furnished in all parts of this form is accurate and true to the best of my knowledge.

Name: _____

Location: _____

Date: _____

Company Seal & Bidder's Signature

DETAILS OF PRIOR EXPERIENCE

Please provide details of prior experience of the Bidder / Principal Owner / Authorized Partner / other Consortium members in Procurement of EMV Payment Card Plastic with Certification and Personalization Facility as per Mastercard & 1Link Standards.

For each prior experience reference that the Bidder wants to highlight, one sheet in the below template should be submitted in the proposal and should be supported by a copy of the purchase order as documentary evidence.

Name of the client bank:	
Country:	
Client address:	
Assignment Type (Card Plastic and personalization as optional)	
Description of the assignment and the scope of services delivered by the Bidder to the clients	
Description of the solution implemented. Also indicate whether it is the same as the solution proposed to the bank	
Assignment Duration (in months)	
Assignment Start Date (Month & Year)	
Assignment End Date (Month & Year)	
Total No. of staff months in the assignment	
Approximate value of contract (PKR or USD)	PKR / USD
Client Reference 1	Name: Designation: Address: Phone No. Mobile No. Email Address:
Client Reference 2	Name: Designation: Address: Phone No. Mobile No. Email Address:

Request for Proposal

Procurement of EMV Payment Card Plastic with Certification and Personalization Facility as per Mastercard & 1Link Standards

Name: _____

Location: _____

Date: _____

Company Seal & Bidder's Signature

Annexure C – Financial Bid Documentation

COMMERCIAL BID COVER LETTER

Tender Reference No:

Date:

The Head Alternate Distribution Channel,
IT Division, FWBL.
Head Office, Mezzanine Floor,
STSM Foundation Building,
Civil Lines, Dr Zia-ud-Din Ahmed Road,
Karachi, Pakistan

Dear Sir,

Sub: yours RFP for “Procurement of EMV Payment Card Plastic with Certification and Personalization as per Mastercard & 1Link Standards”dated DD -MM-YYYY.

Having examined the RFP including all mention requirements, we, the undersigned, offer to deliver services in conformity with the said RFP and in accordance with our proposal and total cost indicated in the enclosed Commercial Bid for **“Procurement of EMV Payment Card Plastic with Certification and Personalization as per Mastercard & 1Link Standards”**as mentioned in the in the RFP document.

All the prices mentioned in our bid are in accordance with the terms as specified in the bidding documents. We agree to abide by this bid for the period of 180 days from the date of bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

We hereby declare that our bid is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief.

We further confirm that the prices stated in our bid are in accordance with your Instruction to Bidders included in bidding documents.

If our bid is accepted, we will submit the BID Security (in the format prescribed by the Bank) for a sum equivalent to 5% of the value of the contract to the Bank valid for a period of one year in favor of First Women Bank Ltd. for the due performance of the Contract.

Until a formal contract is prepared and executed, this bid, together with the bank’s written acceptance thereof and bank’s notification of award, shall constitute a binding Contract between us.

Dated this day of _____ 2019

Signature: (In the Capacity of) _____

Duly authorized to sign the tender offer for and on behalf of

Seal: _____

Location: _____

Address: _____

COMMERCIAL BID FOR PROCUREMENT FOR EMV PAYMENT CARDS AND ITS PERSONALIZATION – OFF PREMISES SOLUTION

The financial bid should be quoted as per the format. The financial bid should be accompanied by Financial bid cover letter. The Bidder shall bear all costs associated with the preparation and submission of its bid, including cost of presentation for the purposes of clarification of the bid, if so desired by the Bank. The Bank will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Tendering process.

- Financial Bid will be evaluated as per the following
 - Commercial Bid for Procurement of EMV payment card plastic
 - Certification and Personalization of branded EMV (Chip and PIN) payment cards as per Mastercard and 1Link standards
- Bid Security
- Payment Terms

Please note that rates should be quoted in Pak Rupees and strictly as per the format illustrated below, dispatch cost to be pass on as-is to the bank.

OPTION #1 – OFF PREMISES

Offsite Premises site must be PCIDSS certified, Offsite Premises site must also be certified from 1Link (for PayPak) and Mastercard w.r.t EMV cards personalization standards.

ITEM DESCRIPTION	Qty	COST PER CARD (PKR)	APPLICABLE TAX PER CARD (PKR)	TOTAL COST PER CARD (PKR)	TOTAL COST (PKR)
Per PayPak EMV Payment Card Plastic	5,000				
Per Mastercard EMV Payment Card Plastic	15,000				
Per PayPak EMV Payment Card Plastic Personalization after Certification.	5,000				
Per Mastercard EMV Payment Card Plastic Personalization after Certification.	15,000				
TOTAL COST					

OPTION #2 – ON PREMISES

(All hardware infrastructures that includes EMV Card personalization machine, HSM with complete EMV software required to personalize chip card data to be provided by vendor on rental model and rental cost to be borne in EMV per card personalization cost)

ITEM DESCRIPTION	Qty	COST PER CARD (PKR)	APPLICABLE TAX PER CARD (PKR)	TOTAL COST PER CARD (PKR)	TOTAL COST (PKR)
Per PayPak EMV Payment Card Plastic	5,000				
Per Mastercard EMV Payment Card Plastic	15,000				
Per PayPak EMV Payment Card Plastic Personalization after Certification.	5,000				
Per Mastercard EMV Payment Card Plastic Personalization after Certification.	15,000				
TOTAL COST					

Financial Bid will be calculated as

Financial Bid Amount = (Total Cost of MasterCard Payment Card Plastic + Total Cost of Mastercard Personalization) X 15000 + (Total Cost of PayPak Payment Card Plastic + Total Cost of PayPak Personalization) X 5000

Bid Bond = Financial Bid Amount * 5%

Important Note: - FWBL will use cost inclusive of applicable taxes to calculate the financial bid

Bank has the right to select either of the two options, also has the right to select per card cost or per card personalization cost or sum of both to evaluate financial bid and may or may not acquire services for personalization.

FWBL will sign agreement with successful bidder for 3 years. Additional order, if and when required will be placed with the successful bidder using the per card prices quoted by successful bidder against the RFP.

Moreover, in case of off-site model dispatch cost for Personalized Cards to be pass-on to the bank as-is, or bank may send its rider for pick-up of personalized cards as per mutually agreed upon.

Rates should be quoted in Pak Rupees and strictly as per the format illustrated above. Bids

quoted in formats other than the illustrated format will be rejected. Applicable local taxes shall be paid over and above on actual basis on production of documentary evidence. Bank will not be making any other payment except those mentioned in the commercial bid.

Name: _____
Location: _____

Company Seal & Bidder's Signature & Date