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Vendor Information:		**Sale Register Serial No.:**	106005
Atif Hussain		**Date of Issue:**	26-03-2026
43304-9274222-9		**Paper Issue To:**	Akram Azher Adv (NTN:0000597)
GoS-KHI-33		**Address:**	Karachi
Shop No.05, Bhittiabad Street No.10 Ghulistan-e-Johar		**Purpose:**	Bond
Karachi		**Contact No:**	--
		Challan No.:	2026FD6F88529781
		Date:	26-03-2026

30 MAR 2026

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FORM OF CONTRACT
GROUP LIFE INSURANCE
FOR EMPLOYEES OF
National Disaster Risk Management Fund (NDRMF)

THIS AGREEMENT No. 003/01/HR/LIC (EPADS V2 No. P35264) made on 09th July, 2026, between **National Disaster Risk Management Fund (NDRMF)**, having its office located at Floor No. 5, EOBI Building, Block 33-34, Mauve Area Near NADRA Office, G 10/4, Islamabad (hereinafter called "the Procuring Agency/ Client") on the one part and **M/S EFU Life Assurance Limited**, situated at Plot No.112, 8th East Street, Phase I, DHA, Karachi, with registered Islamabad Office at Al-Malik Centre70 W, F-7/G-7 Jinnah Avenue Blue Area Islamabad (hereinafter called "the Insurer") on the other part.

WHEREAS the Procuring Agency invited bids for providing Group Life Insurance Coverage for NDRMF's Employees (Y2026-27 and Y2027-28) and has accepted the Insurer's Bid with the following premium amounts w.e.f. 10-July-2026, inclusive of applicable taxes, that shall remain valid till the performance of the Contract i.e. Two Years, subject to satisfactory Performance: -

Description	Year I	Year II
No of Employees to be ensured	**53**	**53**
Per Employee Annual Premium for all Life Coverages as per Scope of Service inclusive of all taxes - PKR	**30,420**	**30,420**
Total Annual Premium for all Coverages inclusive of all taxes – PKR (Year wise)	**1,612,260**	**1,612,260***
Total Contract Price (Year I and II consolidated Total Premium for all Coverages) inclusive of all taxes - PKR	**3,224,520.00**	

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* The Unit Premium Rates shall remain fixed for the second policy year. However, the total premium payable for the second policy year shall be determined based on the actual number of employees covered under the Policy during the relevant period. Furthermore, for each policy year, the premium shall be reconciled on a pro-rata basis to account for any additions to or deletions from the insured employee strength during the policy period.

In order to provide group insurance coverage to the employees of National Disaster Risk Management Fund (NDRMF), National Disaster Risk Management Fund (NDRMF) wishes to avail EFU Life's expertise in the field of assurance business and EFU Life has agreed to provide problem free, prompt and competent services to National Disaster Risk Management Fund (NDRMF), based on terms and conditions stipulated in this Contract and Master Group Insurance Policy no. G500651 and subsequent endorsements or amendments, if any, issued thereon from time to time.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Contract words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Contract, In the event of any ambiguity or conflict between the Contract Documents listed below, the order of precedence shall be the order in which the Contract Documents are listed below: -

a) Tendered Schedule of Requirements/ Scope of Service/ ToRs;

b) Scope Compliance Undertaking, Post-Bid Clarification Price Schedule and EPADS V2 submitted Price Schedule;

c) General Conditions of Contract and Special Condition of Contracts;

d) Letter of Acceptance; and

e) Addendum etc (if applicable)

f) In order to provide group insurance coverage to the employees of National Disaster Risk Management Fund (NDRMF), National Disaster Risk Management Fund (NDRMF) wishes to avail EFU Life's expertise in the field of assurance business and EFU Life has agreed to provide problem free, prompt and competent services to National Disaster Risk Management Fund (NDRMF), based on terms and conditions stipulated in this Contract and Master Group Insurance Policy no. G500651 and subsequent endorsements or amendments, if any, issued thereon from time to time.

3. In consideration of the payments to be made by the Procuring Agency to the Service Provider as hereinafter mentioned, the Service Provider hereby covenants with the Procuring Agency to provide the Insurance coverage services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Procuring Agency hereby covenants to pay the Service Provider in consideration of the provision of Service and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have executed the Contract under the laws of Islamic Republic of Pakistan on the date indicated above.

PARTIES

For and on behalf of '**The Procuring Agency**
National Disaster Risk Management Fund-NDRMF'

Name: **Mr. Amir Khan**
Designation: **Chief Executive Officer**
CNIC: 61101-1881119-3

For and on behalf of
M/s EFU Life Assurance Limited

Name: M. FAISAL
Designation: Chief Manager
CNIC: 42301-2796640-1

WITNESSES

Name: **Muhammad Asif**

Designation: **Manager Procurement**

CNIC: 37406-1641427-5

Name: MAHESH KUMAR

Designation: Senior Manager

CNIC: 42301-8769550-9

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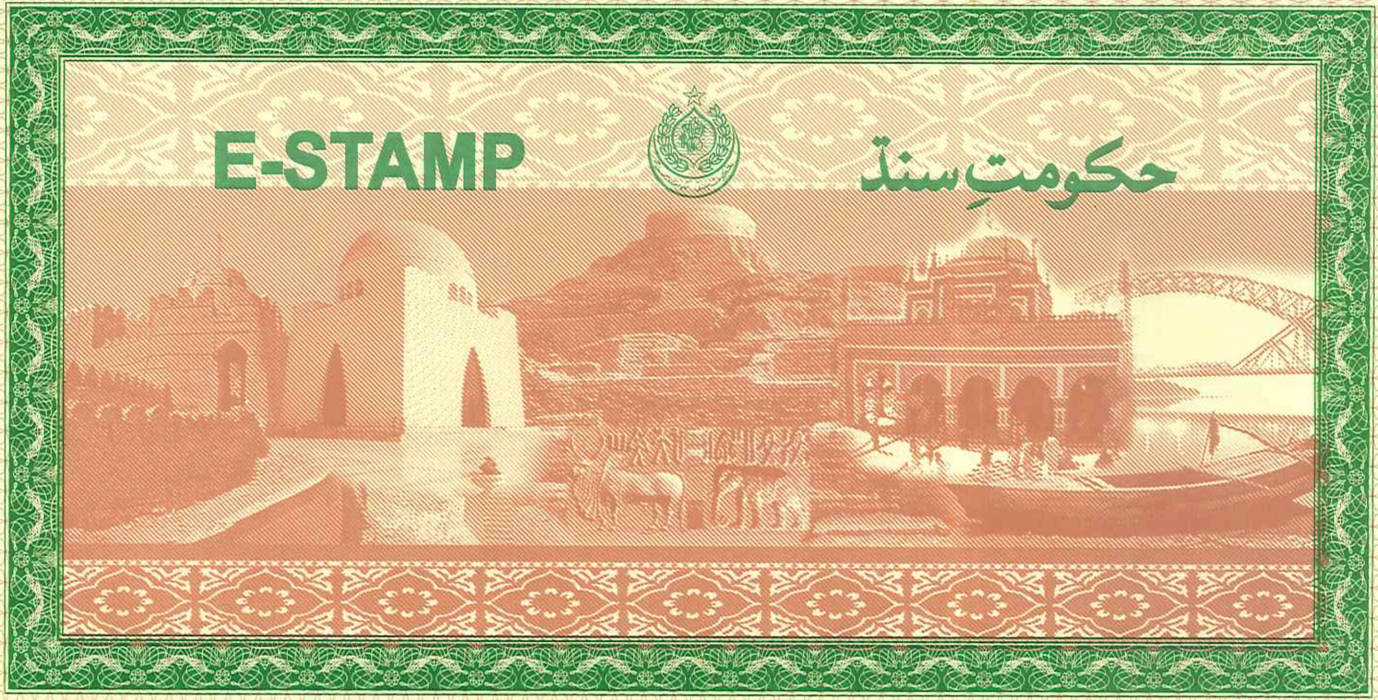

SND-0357-8253861316 **GoS-KHI-0D4B72E6F6E2B608**

Non-Judicial **Rs 11,286/-**

Description	:	Contract - 15(a)
Principal	:	EFU Life Assurance Limited [09448942]
Contractor	:	National Disaster Risk Management Fund [89491768]
Applicant	:	EFU LIfe Assurance Limited [42301-2796640-1]
Stamp Duty Paid by	:	EFU Life Assurance Limited [09448942]
Issue Date	:	08-Jul-2026, 01:22:04 PM
Paid Through Challan	:	2026530FAEF17E15
Amount in Words	:	Eleven Thousand Two Hundred and Eighty Six Rupees Only

Please Write Below This Line

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ANNEXURE A

SCHEDULE OF REQUIREMENTS/ SCOPE OF SERVICE / TORs
GROUP LIFE INSURANCE

1. COMPULSORY GROUP LIFE INSURANCE

1.1 All Regular Employees of the Fund, shall be entitled to Group Life Insurance strength of the NDRMF's regular employees is 53 Nos ted below). However, the number of employees may be increased (up to current sanctioned strength of the employees i.e. 67 Nos. or more) due to new hiring or decrease due to resignation/ termination. Life Insurance coverage cut of age is 60 years.

Category of Employees	Grant Total
Less Than 18 years	None
18-29 years	1
30-40 years	18
41-50 Years	19
51-60 years	15
Total	**53**

The amount of insurance applicable to each employee insured, is as follows:

Sr. #	Category	Life Cover Limits (PKR)
(i)	**Per Employee**	10,000,000

1.2 Group Life Insurance policy benefit will be paid to the employee or his/her Legal heirs of Fund's Employees by the Insurance Company.

1.3 Group Life insurance will cover the following risks:

Life Insurance benefit	Benefit
a) Natural Death	PKR 10,000,000
b) Accidental Death	**PKR 20,000,000**
c) Permanent Total Disability (Natural)	PKR 10,000,000
d) Temporary Total Disability (Accidental)	Weekly payment of a specified amount during the period of disablement, equivalent to minimum labour wages
e) Permanent Total Disability (Accidental)	Defined % of (a), with detailed breakdown as per disability schedule at para 1.4
f) Permanent Partial Disability (Accidental)	

1.4 Disability schedule:

PART I
List of Injuries deemed to result in Permanent Total Disablement

S. No.	Description of Injuries	Percentage of (a)
1.	Loss of both hands or amputation at higher sites	100
2.	Loss of hand and a foot	100
3.	Double amputation through leg or thigh amputation through leg or thigh on one side and loss of other foot	100
4.	Loss of sight to such an extent as to render the claimant unable to perform any work for which eye-sight is essential	100
5.	Very severe facial disfigurement	100
6.	Absolute deafness	100

PART II
List of Injuries deemed to result in Permanent Partial Disablement

S. No.	Description of Injuries	Percentage of (a)

4

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AMPUTATION CASES UPPER LIMBS		
1.	Amputation through shoulder joint	90
2.	Amputation below shoulder with stump less than 8"from tip of acromion	80
3.	Amputation from 8"from tip of acromion to less than 4 1/2" below tip of olecranon	70
S. No.	**Description of Injuries**	**Percentage of (a)**
4.	Loss of hand or of the thumb and four fingers of one hand or amputation from 4 1/2" below tip of olecranon	60
5.	Loss of thumb	30
6.	Loss of thumb and its metacarpal bone	40
7.	Loss of four fingers of one hand	50
8.	Loss of three fingers of one hand	30
9.	Loss of two fingers of one hand	20
10.	Loss of terminal phalanx of thumb	20

AMPUTATION CASES LOWER LIMBS		
11.	Amputation of both feet resulting in end bearing stump	90
12.	Amputation through both feet proximal to the metatarso-phalangeal	80
13.	Loss of all toes of both feet through the metatarso-phalangeal joint	40
14.	Loss of all toes of both feet proximal to the proximal interphalangeal	30
15.	Loss of all toes of both feet distal to the proximal interphalangeal joint	20
16.	Amputation at hip	90
17.	Amputation at hip with stump not exceeding 5" in length measured from tip of greater trochanta	80
18.	Amputation below hip with stump not exceeding 5" in length measured from tip of greater trochanta but not beyond middle thigh	70
19.	Amputation below middle thigh to 3 1/2" below knee	60
20.	Amputation below knee with stump exceeding 3 1/2" but not exceeding 5"	50
21.	Amputation below knee with stump exceeding 5"	40
22.	Amputation of one foot resulting in endearing	30
23.	Amputation through one foot proximal to the matatarso-phalangeal	30
24.	Loss of all toes of one foot through the matatarso-phalangeal joint	20
OTHER INJURIES		
25.	Loss of one eye without complication, the other being normal	40
26.	Loss of vision of one eye without complication or disfigurement of	30
FINGERS OF RIGHT/LEFT HAND		
I. INDEX FINGER		
27.	Whole	14
28.	Two Phalanxes	11
29.	One Phalanx	9
30.	Guillotine amputation of tip without loss of bone	5

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S. No.	Description of Injuries	Percentage of (a)
II. MIDDLE FINGER		
31.	Whole	12
32.	Two Phalanxes	9
33.	One Phalanx	7
34.	Guillotine amputation of tip without loss of bone	4
III. RING OR LITTLE FINGER		
35.	Whole	7
36.	Two Phalanxes	6
37.	One Phalanx	5
38.	Guillotine amputation of tip without loss of bone	2
TOE OF LEFT/RIGHT FOOT		
I. GREAT TOE		
39.	Through metatarso-phalangeal joint	14
40.	Part, with some loss of bone	3
II. ANY OTHER TOE		
41.	Through metatarso-phalangeal joint	3
42.	Part, with some loss of bone	1
III. TWO TOES OF ONE FOOT, EXCLUDING GREAT TOE		
43.	Through metatarso-phalangeal joint	5
44.	Part, with some loss of bone	2
IV. THREE TOES OF ONE FOOT, EXCLUDING GREAT TOE		
45.	Through metatarso-phalangeal joint	6
46.	Part, with some loss of bone	3
V. FOUR TOES OF ONE FOOT, EXCLUDING GREAT TOE		
47.	Through metatarso-phalangeal joint	9
48.	Part, with some loss of bone	3

2. Rights and Obligations

2.1. The NDRMF will share the following:

a. List of employees along with their date of birth, grades and gross salary.

b. During the financial year SECP will intimate status of new joiners and leavers to the insurance company.

2.2. The NDRMF will intimate the insurance/takaful company regarding incidence of claim such a death, accident or disability of the employee for processing the claim.

2.3 The selected insurance company shall ensure the following; but not limited to: The insurance company shall be providing all necessary supporting documents along with invoice. The Fund shall pay Payments against the cost of Annual Premium, in following manner:

a. First instalment of 40% cost of annual premium for the total number of employees to be covered for Life insurance, shall be paid within thirty (30) days of the signing of contract and receipt of respective invoice.

b. Second instalment of 60% cost of annual premium shall be paid within thirty (30) days of the receipt of the necessary verifiable documents related to the enrolment/registration of employees (such as Insurance Policy, Smart Card etc), for availing Life Insurance, from the Insurer, with invoice.

c. Any cost to be paid and/or reimbursed, on account of addition and/or deletion, shall be adjusted/claimed within thirty (30) days from the payment of second instalment or upon closure of contract. The Service Provider shall reconcile the claims vs employees count with NDRMF.

d. Also the cost of premium which shall become due on account of inclusion of any employee by the client for the Insurance coverage, shall be calculated on Pro-Rata basis and shall be paid at the end of one Year.

2.4. The selected service provider/ company shall coordinate with NDRMF regarding death & accidental disability benefit claims and ensure timely/within 45-days delivery of claim cheque to the NDRMF favoring coverage employee or his/her next to kin.

2.5. Insurance company shall be responsible for confidentiality of the information in respect of employees provided by the NDRMF.

1. Commencement of Insurance Coverage and Extension

Life insurance all Coverages shall become effective on the date of **10-Jul-2026** by both parties and shall remain in force for a period of two (02) years from the effective date. Upon expiration, contract may be renewed upon mutual written agreement of both parties for additional period(s).

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General Conditions of Contract

A. General

1. Definitions

1.1. Unless the context otherwise requires, the following terms whenever used in this Contract shall have the same meaning and shall be interpreted as indicated

1.1.1."Applicable Law" means the laws and any other instruments having the force of law in the Government's Country, or in such other country as may be specified in the Special Conditions of the Contract (SC), as they may be issued and in force from time to time;

1.1.2. "The Contract" means an agreement enforceable by law;

1.1.3."The Contract Price" means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations;

1.1.4."The Services" means the work to be performed by the Contractor pursuant to this Contract and as prescribed in the Specifications and Schedule of Activities included in the Contractor's Bid;

1.1.5.Ancillary Services" means those services ancillary to the provision of Services, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Contractor covered under the Contract;

1.1.6. "GCC" means the General Conditions of Contract contained in this section;

1.1.7. "SCC" means the Special Conditions of Contract by which the GCC may be amended or supplemented;

1.1.8. "Day" means calendar day unless indicated otherwise;

1.1.9. "Effective Date" means the date on which this Contract comes into force and effect;

1.1.10. "The Contractor" means the individual or corporate body whose Bids to provide the Services has been accepted by the Procuring Agency;

1.1.11. "Government" means the Government of Pakistan;

1.1.12. "Local Currency" means the currency of Pakistan;

1.1.13. "In Writing" means communicated in written form with proof of receipt;

1.1.14. "Completion Date" means the date of completion of the Services by the Contractor as certified by the Procuring Agency;

1.1.15. "Foreign Currency" means any currency other than the currency of the country of the Procuring Agency;

1.1.16. "Party" means the Procuring Agency or the Contractor, as the case may be, and "Parties" means both of them;

1.1.17. "Service" means any object of procurement other than goods or works;

1.1.18. "Subcontractor" means any entity to which the Bidder subcontracts any part of the Services.

2. Applicable Law

2.1. The contract shall be governed and interpreted in accordance with the laws of Pakistan, unless otherwise specified in SCC.

3. Language

3.1. The Contract as well as all correspondence and documents relating to the Contract exchanged between the Contractor and the Procuring Agency, shall be written in the **English language** unless otherwise stated in the **SCC**. Supporting documents and printed literature that are part of the Contract may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Contract, this translation shall govern.

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4. **Notices**

4.1. Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile to such Party at the address specified in the **SCC**.

5. **Authorized Representatives / Authority of Member in charge**

5.1. Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Agency or the Contractor may be taken or executed by the officials specified in the **SCC**.

B. Commencement, Completion, Modification, and Termination of Contract

1. **Effectiveness of Contract**

1.1. This Contract shall come into effect on the date the Contract is signed by both parties and such other later date as may be stated in the **SCC.**

2. **Commencement of Services**

2.1. The Contractor shall confirm availability of Key Experts and begin carrying out the Services not later than the number of days after the Effective Date specified in the **SCC.**

3. **Program schedule**

3.1. Before commencement of the Services, the Contractor shall submit to the Procuring Agency for approval a Program showing the general methods, arrangements, order and timing for all activities. The Services shall be carried out in accordance with the approved Program as updated.

4. **Starting Date/Expiration Date**

4.1. The Contractor shall start carrying out the Services Five (05) days after the date the Contract becomes effective, or at such other date as may be specified in the **SCC.**

4.2. Unless terminated earlier pursuant to Clause **GCC 14** hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the **SCC.**

5. **Entire Agreement**

5.1. This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein.

6. **Modification**

6.1. Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any modification(s) or variation(s) made by the other Party.

6.2. In cases of any modification(s) or variation(s), the prior written consent of the Procuring Agency is required.

7. **Force Majeure**

7.1. **Definition**
For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Contractor and which makes a contractor's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

7.2. **No Breach of Contract**
The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract in so far as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as within 48 hours about the occurrence of such an event.

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7.3. **Extension of Time**

Any period within which a Contractor shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

7.4. **Payments**

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Contractor shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

8. Termination

8.1. **By the Procuring Agency**

The Procuring Agency may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (e) of this Clause. In such an occurrence the Procuring Agency shall give at least thirty (30) calendar days' written notice of termination to the Contractor in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e);

8.1.1.If the Contractor fails to remedy a failure in the performance of its obligations hereunder as specified in a notice of suspension;

8.1.2.If the Contractor becomes (or, if the Contractor consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;

8.1.3. If the Contractor fails to comply with any final decision reached as a result of arbitration proceedings;

8.1.4.If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;

8.1.5.If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;

8.2. **By the Contractor**

The Contractor may terminate this Contract, by not less than thirty (30) calendar days' written notice to the Procuring Agency, in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.

8.2.1.If the Procuring Agency fails to pay any money due to the Contractor pursuant to this Contract and not subject to dispute within forty-five (45) calendar days after receiving written notice from the Contractor that such payment is overdue;

8.2.2. If, as the result of Force Majeure, the Contractor is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;

8.2.3. If the Procuring Agency fails to comply with any final decision reached as a result of arbitration;

8.2.4.If the Procuring Agency is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Bidder may have subsequently approved in writing) following the receipt by the Procuring Agency of the Contractor's notice specifying such breach.

C. Obligations of the Contractor

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1. General

1.1. **Standard of Performance**

1.1.1.The Contractor shall perform the Services and carry out the Services with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Contractor shall always act, in respect of any matter relating to this Contract or to the Services, as a faithful adviser to the Procuring Agency, and shall at all times support and safeguard the

Procuring Agency's legitimate interests in any dealings with the third parties;

1.1.2. The Contractor shall employ and provide such qualified and experienced Experts and Sub-Contractors as are required to carry out the Services.

1.2. **Law Applicable to Services**
The Contractor shall perform the Services in accordance with the Contract and in accordance with the Law of Pakistan and shall take all practicable steps to ensure that any of its Experts and Sub-Bidders, comply with the Applicable Law.

2. **Conflict of Interests**

2.1. **Contractor Not to Benefit from Commissions and Discounts**
The remuneration of the Contractor shall constitute the Contractor's sole remuneration in connection with this Contract or the Services, and the Contractor shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Contractor shall use their best efforts to ensure that the Personnel, any Subcontractors, and agents of either of them similarly shall not receive any such additional remuneration.

2.2. **Contractor and Affiliates Not to be Otherwise Interested in Project**
The Contractor agree that, during the term of this Contract and after its termination, the Contractor and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing Services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services.

2.3 **Prohibition of Conflicting Activities**
Neither the Bidder nor its Subcontractors nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

2.3.1 during the term of this Contract, any business or professional activities in the Government's country which would conflict with the activities assigned to them under this Contract;

2.3.2 during the term of this Contract, neither the Contractor nor their Subcontractors shall hire public employees in active duty or on any type of leave, to perform any activity under this Contract;

2.3.3 after the termination of this Contract, such other activities as may be specified in the **SCC.**

3. **Reporting Obligations**

3.1. The Contractor shall submit to the Procuring Agency the reports and documents in the numbers of claims , and within the periods as prescribed by the Procuring Agency. Provided that, the Procuring Agency shall submit a written request to the Contractor for such reports at least a week prior.

4. **Liquidated Damages**

4.1 **Payments of Liquidated Damages**
The Contractor shall pay liquidated damages to the Procuring Agency at the rate per day stated in the **SCC** for each day that the Completion Date is later than the Intended Completion Date. The total amount of liquidated damages shall not exceed the amount defined in the **SCC**. The Procuring Agency may deduct liquidated damages from payments due to the Contractor. Payment of liquidated damages shall not affect the Contractor's liabilities.

4.2 **Correction for Over-payment**
If the Intended Completion Date is extended after liquidated damages have been paid, the Procuring Agency shall correct any overpayment of liquidated damages by the Contractor by adjusting the next payment certificate. The Contractor shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in **SCC.**

4.3 **Lack of performance penalty**
If the Contractor has not corrected a Defect within the time specified in the Procuring Agency's notice, a penalty for Lack of performance will be paid by the Contractor. The amount to be paid will be calculated as a percentage of the cost of having the Defect corrected, assessed as specified in the Contractor.

5. **Performance Guarantee**

5.1. Within the time stipulated in the acceptance letter from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in shape and amount **specified in SCC.**

5.2. The proceeds of the Performance Guarantee shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

5.3. The Performance Guarantee shall be denominated in the currency of the Contract, or in a freely convertible currency acceptable to the Procuring agency and shall be in the acceptable form as specified in **SCC**.

5.4. The Performance Guarantee will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless otherwise **specified in SCC.**

D. Contractor's Personnel

1. **Description of Personnel**

1.1 The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Contractor's Key Personnel. The Key Personnel listed by title as well as by name are hereby approved by the Procuring Agency.

2. **Removal and / or Replacement of Personnel**

2.1 Except as the Procuring Agency may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the Contractor, it becomes necessary to replace any of the Key Personnel, the Contractor shall provide as a replacement a person of equivalent or better qualifications.

2.2. If the Procuring Agency finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Contractor shall, at the Procuring Agency's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the Procuring Agency.

2.3. The Contractor shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

E. Obligations of the Procuring Agency

1. **Change in the Applicable Law**

1.1. If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of the Services rendered by the Contractor, then the remuneration and reimbursable expenses otherwise payable to the Contractor under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred in the **SCC.**

2. **Services and Facilities**

2.1. The Procuring Agency shall make available to the Contractor and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described in the Terms of Reference, at the times and in the manner specified in the Terms of Reference.

2.2. In case that such services, facilities and property shall not be made available to the Contractor, the Parties shall agree on (i) any time extension that it may be appropriate to grant to the Contractor for the performance of the Services, (ii) the manner in which the Contractor shall procure any such services, facilities and property from other sources, and (iii) the additional payments, if any, to be made to the Contractor as a result thereof.

A. Payments to the Contractor

1. **Contract Price**

1.1. The price payable shall be in Pakistani Rupees unless otherwise specified in the **SCC**.

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2. **Terms and Conditions of Payment**

2.1. Payments will be made to the Contractor according to the payment schedule stated in the SCC and as per actual invoice submitted by the Contractor.

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2.2. Contractor of a bank guarantee for the same amount, and shall be valid for the period stated in the SCC. Any other payment shall be made after the conditions listed in the SCC for such payment have been met, and the Contractor have submitted an invoice to the Procuring Agency specifying the amount due.

3. **Quality Control Identifying Defects**

3.1. The principle and modalities of Inspection of the Services by the Procuring Agency shall be as indicated in the **SCC.** The Procuring Agency shall check the Contractor's performance and notify him of any Defects that are found. Such checking shall not affect the Contractor's responsibilities.

4. **Correction of Defects, and Lack of Performance Penalty**

4.1. The Procuring Agency shall give notice to the contractor of any Defects before the end of the Contract. The Defects period shall be extended for as long as Defects remain to be corrected.

4.2. Every time notice a Defect is given; the contractor shall correct the notified Defect within the length of time specified by the Procuring Agency's notice.

4.3. If the contractor has not corrected a Defect within the time specified in the Procuring Agency's notice, the Procuring Agency will assess the cost of having the Defect corrected, the contractor will pay this amount, and a Penalty for Lack of Performance.

5. **Settlement of Disputes Amicable Settlement**

5.1. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation.

6. **Dispute Settlement**

6.1. **Arbitration**

If any dispute of any kind whatsoever shall arise between the procuring agency and the contractor in connection with or arising out of the Contract, including without prejudice to the generality of the foregoing, any question regarding its existence, validity or termination, or the execution of the contract, the parties shall seek to resolve any such dispute or difference by mutual consultation. If the parties fail to resolve such a dispute or difference even after negotiations or mediation, then the dispute shall be referred within fourteen (14) days in writing by either party to the Arbitrator, with a copy to the other party.

Any dispute in respect of which a notice of intention to commence arbitration has been given, shall be finally settled by arbitration. Arbitration may be commenced within 14 days of any unresolved matter related to this Contract.. Arbitration proceedings shall be conducted in accordance with Arbitration Act 1940. Notwithstanding any reference to arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless otherwise agreed. The Procuring Agency shall continue to pay the Contractor any undisputed amounts due under the Contract during the resolution of any dispute.

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Special Conditions of Contract

SECTION VIII. SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

Number of GC Clause

Amendments of, and Supplements to, Clauses in the General Conditions of Contract Definitions

The Procuring Agency is: National Disaster Risk Management Fund (National Disaster Risk Management Fund), Manager Procurement 5th Floor EOBI House, G-10/4, Islamabad

The Supplier is: EFU Life Assurance Ltd. having its head office at EFU Life House, Plot No.112, 8th East Street, Phase 1, DHA, Karachi, Pakistan

The title of the subject procurement is: Group Life Insurance Coverage for NDRMF's Employees (Y2026-27 and Y2027-28)

Number of GC Clause 2

Applicable/Governing Law:

The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan.

Number of GC Clause 3

Language:

The language of the Contract, all correspondence and communications to be given, and all other documentation to be prepared and supplied under the Contract shall be in **English.**

Number of GC Clause 4 Notices:

The addresses for the notices are:

Procuring Agency:

National Disaster Risk Management Fund (National Disaster Risk Management Fund), Manager Procurement
5th Floor EOBI House, G-10/4, Islamabad
+92-051-9108300
muhammad.asif@ndrmf.pk

Contractor/ Bidder:

EFU Life Assurance Ltd, Senior Manager Corporate 051-2820989, cbolife@efulife.com, info@efulife.com

Plot No.112, 8th East Street, Phase I, DHA, Karachi

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Number of GC Clause 6.1

The Authorized Representatives are:

For the Procuring Agency:

National Disaster Risk Management Fund (National Disaster Risk Management Fund), Deputy Manager HR 5th Floor EOBI House, G-10/4, Islamabad
+92-51-9108300
nabeel.khalid@ndrmf.pk

For the Bidder:

Name: Rao Muhammad Asif Designation: Marketing Manager, raomuhammadasif@efulife.com

Address: Al-Malik Centre70 W, F-7/G-7 Jinnah Avenue Blue Area Islamabad Number of GC Clause

7 Effectiveness of the contract

The Contract shall be effective by **10-Jul-2026** by both parties

Number of GC Clause 7

Commencement of Contract:

The Insurer shall provide Life Insurance coverage from the effective date of contract.

Number of GC Clause 8

Expiration of Contract:

The time period shall be two years.

Number of GC Clause 09

Performance Guarantee:

The amount of performance guarantee shall be 0%of the contract price in acceptable form of Nil

Number of GC Clause 10

Currency of Payment:

All the payment to be released to the contractor/Bidder shall be in Pakistani Rupees.

Number of GC Clause 11

Payment terms:

Payment will be made to the Insurer as indicated in Schedule of Requirements.

Number of GC Clause 12

Following is the guidance for Dispute Resolution

1. If any dispute of any kind whatsoever shall arise between the Authority and the Bidder in connection with or arising out of the Contract, including without prejudice to the generality of foregoing, any question regarding its existence, validity, termination and the execution of the Contract – whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual diligent negotiations in good faith within 14 (fourteen) days following a notice sent by one Party to the other Party in this regard.

2. The dispute shall be resolved through mediation and mediator shall be appointed with the mutual consent of the both parties.

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3. The dispute shall be resolved through mediation and mediator shall be appointed with the mutual consent of the both parties.

4. At the event of failure of mediation to resolve the dispute relating to this contract such dispute shall finally be resolved through binding Arbitration by sole arbitrator in accordance with Arbitration Act 1940. The arbitrator shall be appointed by mutual consent of the both parties. The Arbitration shall take place in Islamabad, Pakistan and proceedings will be conducted in English language.

5. The cost of the mediation and arbitration shall be shared by the parties in equal proportion however the both parties shall bear their own costs and lawyer's fees regarding their own participation in the mediation and arbitration. However, the Arbitrator may make an award upon the conclusion of the arbitration. Which shall be binding on the Parties and the Parties shall comply with it.

6. Arbitration proceedings as mentioned in the above clause regarding resolution of disputes may be commenced prior to within 14 days after completion of the contract..

Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that the Authority shall pay the Bidder any monies due to the Bidder.

Arbitrator's fee:

The fee shall be specified in Pak Rupees, as determined by the Arbitrator, which shall be shared equally by both parties.

Appointing Authority for Arbitrator:

By the Mutual Consent or in accordance with the provisions of Arbitration Act, 1940, in case the parties fail to reach a consensus on the name of sole arbitrator, any party may submit an application to the Chief Justice Islamabad High Court for appointment of sole arbitrator. The Chief Justice IHC may appoint a former judge of any High Court or Supreme Court as the sole arbitrator to resolve the dispute between the parties.

Rules of procedure for arbitration proceedings:

Any dispute between the Authority and a Bidder arising in connection with the present Contract shall be referred to adjudication or arbitration in accordance with the laws of the Islamic Republic of Pakistan including Arbitration Act 1940, however above provision shall prevail in referring the case to the Arbitrator.

Place of Arbitration and Award:

The arbitration shall be conducted in English language and place of arbitration shall be at Islamabad. The award of the arbitrator shall be final and shall be binding on the parties.

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