



STATE LIFE

Insurance Corporation of Pakistan
Bahawalpur Zone

TENDER NOTICE NO. P&GS/04/2016

April.22.2016

Sealed financial bids are invited from per-qualified/ non-qualified GST&NTN registered firms/Stationers having own Office phone/Fax number (if found contrary the tender will be rejected) preferably based at Bahawalpur/Multan for the following Printing items on below mentioned terms and conditions:-

No	ITEM NAME		REQUIRIED QTY
1	Photo State pad	As per Specimen mention in tender documents	30 pad
2	Envelop window for Premium Notices (7x5)	As per Specimen mention in tender documents	82000 Envelop
3	Envelop Small (9x4	As per Specimen mention in tender documents	2000 Envelop
4	Envelop Medium(11x5)	As per Specimen mention in tender documents	3000 Envelop
5	Envelop (10x12)	As per Specimen mention in tender documents	2000 Envelop
6	Envelop (11x15)	As per Specimen mention in tender documents	2000 Envelop
7	M.2 (100 Pages Pad)	As per Specimen mention in tender documents	20 pad
8	Per Recited Discharge Voucher pad	As per Specimen mention in tender documents	10 pad
9	Original End Alteration pad (100 Pages Pad)	As per Specimen mention in tender documents	10 pad
10	Adjustment Advice (100 Pages Pad)	As per Specimen mention in tender documents	20 pad
11	Maturity Claim Form (100 Pages Pad)	As per Specimen mention in tender documents	10 pad
12	Journal voucher (100 Pages Pad)	As per Specimen mention in tender documents	25 pad
13	Proposal Register green sheet	As per Specimen mention in tender documents	2000 sheet
14	Proposal Register policy sheets	As per Specimen mention in tender documents	2000sheet
15	Paper Box Small 80 calm 1000 sheets	As per Specimen mention in tender documents	200 Box

TERMS AND CONDITIONS

- Quotations shall be accepted only against on Tender Document (specimen, design, size, printing material and quality) to be collected from our Office on Payment of Rs.200/- Cash as Tender Fee (Non Refundable).
- Security amount must be deposited equal to 2% of the approximate value (noted above) of the tender in form "Call Deposit receipts" in favor of "State Life Insurance Corporation of Pakistan" as earnest money which will be refunded to the unsuccessful parties on the spot and the CDR will be detained of the successful parties till the completion of Tender.
- The rates validity of tender will be up to December 31, 2016 from the date of opening of tender or upto tne tender amount
- Tender closing date 09-05-2016 11:00 A.M. Tender opening date 09-05-2016 at 11:30 A.M. in the office of In charge (P&GS) Secretary ZPC Bahawalpur Zone, in the presence dealing of the bidders who wish to be present.
- On finding substandard quality as and when noticed during process, the security deposit may be forfeited in favor of the Corporation.
- The Firm/Suppliers/Printers in question will be bound to supply the required items as whole consignment within 15 days after the issuance of Purchase Order.
- State Life Insurance Corporation has right to decrease/ increase the quantity without consultation as and when required as per requirement and available budget
- The bidders will attach their respective copies of NTN and Sales Tax Registration Certificates and a certificate to the effect that the firm is not black listed
- State Life Ins. Corp. Bahawalpur Zone will not pay any reimbursement against any visit of vender to the office. All same expenses will be at his/its own.
- Sealed Tenders duly completed in all respect must reach to the undersigned by Courier Service/by post during Office hours i.e. 9:00 am to 5: 30 pm (sharp) except Saturday and Sunday till the closing date and time as mentioned above.
- The Income Tax will be deducted @ 4.5% at source.
- The Corporation reserves the right to cancel/reject any one or all the Tender /items in accordance with rule (33) of Public Procurement Regulations. (or increase the requirement within the tender amount.)
- Total purchase for above tender items will not exceed 2(Two) millions.
- Sample paper should be of same quality and gram as specified in tender or provided (specimen, design, size, printing material and quality) in tender. The Committee will not consider any sample attached by the vendor.

For further details the undersigned may be contacted during working hours in person or telephonically on phone No.062-9255414 or may contact with Mr. Syed Nazar Askari (AM) at cell # 03049921506 or 062-9255363 for any assistance

Mirza Asad Saeed Atif
Secretary Zonal Procurement Committee
Bahawalpur Zone