



STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

BID DOCUMENT

FOR

**PURCHASE OF LAPTOPS, DESKTOP COMPUTERS AND LASER JET
PRINTERS ALONG WITH SOFTWARE FOR TAKAFUL DIVISION
RE-TENDER NOTICE NO.SLIC/PO/32/2024
STATE LIFE INSURANCE CORPORATION OF
PAKISTAN, PRINCIPAL OFFICE, KARACHI.**

2024

**CENTRAL PROCUREMENT DIVISION
2ND FLOOR PRINCIPAL OFFICE, STATE LIFE BUILDING No.9
DR. ZIAUDDIN AHMED ROAD, KARACHI-75530**

1. Introduction

The State Life Insurance Corporation of Pakistan is the largest life insurance institution in Pakistan providing life and group insurance protection to over 6 million people. Even after the introduction of private insurance companies, State Life still enjoys the lion's share of the Pakistan life insurance industry. Presently, Corporation intends to purchase of Laptops, Desktop Computers and Laser Jet Printers along with Software for Takaful Division (Principal Office), Karachi.

2. Detail Specification & Quantities / Schedule:

Detailed specifications and estimated quantity for required equipment is as under:-

ITEM – 1 (MINIMUM SPECIFICATIONS)	LAPTOP INTEL ® CORE i3 OR EQUIVALENT SPECIFICATIONS BRANDED	QUANTITY	05
PARAMETERS			
Processor	Intel ® Core i3 or Equivalent		
Processor Generation	13 th Generation or higher		
Processor Speed	2.50 Ghz Turbo Boost up to 4.40 Ghz		
RAM	8GB DDR-V RAM		
SSD	512 GB or higher		
Screen size & Display	15.6" LED FHD (1920x1080) IPS		
Graphic Card	Integrated Intel UHD Graphics		
Connectivity	-10/100/1000 Ethernet Card with (Giga Bit Support), -Wifi -Bluetooth		
Connectors	USB 3.0(2), HDMI, Headphone Output, USB Type C		
I/O Devices	Back light keyboard & Standard Mouse Pad, Web Cam, Laptop Bag		
Operating System	MS Windows 11 Pro or Latest Operating System Licensed (OEM Release)		
Software	MS-Office (2021 Home & Business) licensed, Antivirus Licensed (Kaspersky or Equivalent)		
Warranty	1 Year Local & Laptop bag		

ITEM – 2 (MINIMUM SPECIFICATIONS)	DESK TOP COMPUTER INTEL ® CORE i3 OR EQUIVALENT SPECIFICATIONS BRANDED	QUANTITY	10
PARAMETERS			
Processor	Intel ® Core i3 or Equivalent		
Processor Generation	13 th Generation or higher		
Processor Speed	2.50Ghz Turbo Boost up to 4.40 Ghz		
RAM	8 GB DDR-V RAM		
SSD	512 GB		
Graphic Card	Graphics Card compatible with supplied motherboard		
Connectivity	-10/100/1000 Ethernet Card with (Giga Bit Support), -Wifi -Bluetooth		
Connectors	USB 3.0(2), HDMI, Headphone Output, USB Type C		
LCD Screen	Minimum 19" HD-SVA anti-glare Display		
Operating System	MS Windows 11 or Latest Operating System Licensed (OEM Release)		
Software	MS-Office (2021 Home & Business) Licensed, antivirus Licensed (Kaspersky or Equivalent)		
I/O Devices	Branded USB Keyboard and Mouse		
Warranty	1 Year (or higher) Local		

ITEM – 3 (MINIMUM SPECIFICATIONS)	LASER JET PRINTER SPECIFICATIONS	QUANTITY	05
PARAMETERS			
Function	Print,		
Print Technology	Laser		
Display	2-Line black lit LCD graphic display		
Print speed	Up to 42 ppm		
Print speed Black	Up to 40 ppm		
Print quality	Fine Line 1200x1200dpi		
Processor Speed	1200 MHz		
Maximum Memory	256 MB		
Media Size Custom	Tray 1:76x127 to 216x356mm, Tray 2, optional tray 3 104.9x148.5 to 2165x356.6mm		
Wireless Capability	Yes		
Minimum Dimensions	381x 357 x216 mm (without trays and cover not extended)		
Maximum Dimensions	381x 634 x241 mm (without trays and cover not extended)		
Number of print Cartridges	1 (Black)		
Warranty	1 Year or Higher Local		

Tender enquiry No	SLIC/PO/32/2024
Closing date & time for submission of bids	19-08-2024 up to 11:00 a.m.
Date & time of opening of Technical bids	19-08-2024 at 11:30 a.m.

Delivery and after sales service of Consignment:

Delivery and after sales service of items at Takaful Division, State Life Insurance Corporation of Pakistan's Karachi Office (Building No.01)

TERMS AND CONDITIONS

1. Bidders should provide the name of firm, complete postal address, Telephone No, Fax No, Email address and web address (if any).

2. Bidders are required to upload their bids on EPADS systems as per laid down PPRA procedure for single stage two-envelope method i.e. separate "Technical Proposal" and "Financial Proposal". Respectively and clearly marked as "**Purchase of Laptops, Desktop Computers and Laser Jet Printer along with Software for Takaful Division**". However, bid security in shape of pay order must be submitted at the address given in tender notice before closing time else tender will be rejected.

3. Initially only Technical Proposals will be opened and downloaded from EPADS on the opening date and time as given in tender notice. Time and date for opening of Financial Proposals of technically qualified bidders will be announced after finalization of Technical Evaluation and will be announced on EPADS system accordingly.

4. Each item will be evaluated separately.

5. There will be a two-stage evaluation of bids. Technical evaluation will be held first. Financial bid of only technically qualified bidders would be considered for further processing.

(Technical evaluation of bids / point scoring criteria is available with bidding document).

6. The Most Advantageous Bid would be accepted (**Annex-A**)

i) Experience of bidders in sales / marketing of relevant equipment.

ii) Financial capabilities

iii) Number of existing clients provided with similar equipment

iv) List of professionals on permanent strength- for installation and after sales services

(Technical evaluation of bids / point scoring criteria is available with bidding document).

7. Bid Security will be returned to un-successful bidders after completion of formal procedure and to successful bidder after issuance of purchase order/ signing of contract. However, successful bidder will be required to submit performance guarantee of 10% in shape of Pay Order (valid for entire warranty period) in favor of SLIC at the time of issuance of purchase order/ signing of contract and will be released after expiry of warranty period.

8. No bid will be accepted without bid security.

9. All the bids must include all government taxes.

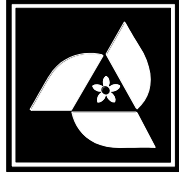
10. Most Advantageous bidder will be required to deliver items within (03) weeks after issuance of Purchase Order.

11. The bids submitted shall hold good for a minimum period of 90 days from the date of bid opening.

12. The quantity of items may increase/decrease at the time of issuing purchase order.

13. The contractor / supplier will be liable for any mistakes in calculation of price/rate and amount and shall be liable to suffer the loss arises at any stage of contract, due to mistakes in calculation or tax rates.
14. Warranty of the items will start from the date of delivery.
15. If the successful bidder fails to supply the items as per purchase order, the bid security will be forfeited.
16. Competent Authority reserves the right to reject all bids or proposal any time prior to the acceptance of a bid or proposal in the light of PPRA rules.
17. All the information provided by the bidder must be verifiable.
18. Performance guarantee of the successful bidder will be forfeited if the items are not delivered within due time or extended delivery time. In case of a genuine reason regarding delay in delivery the successful bidder shall inform immediately and the delivery time may be extended at the discretion of state Life.
19. If the 1st lowest evaluated/ Most Advantageous fails to supply the items sign the contract and bid money is confiscated by the State Life then the old Purchase order will be cancelled and new Purchase Order will be issued to the 2nd lowest Evaluated Bidder/ Most Advantageous bidder with approval of the Competent Authority.

(Muhammad Tajamul)
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TECHNICAL EVALUATION OF BIDS / POINT SCORING CRITERIA

	<u>Max.Points</u>
1. Experience of bidder in sales / marketing of relevant equipment <i>(05 points for each complete year)</i>	25
2. Financial Capabilities <i>(Annual Report for each year/ Tax Return for each year =5 points)</i>	25
3. Number of Existing Clients provided with similar Equipment <i>(05 points for each Corporate / Multinational / Govt./ Semi- Govt. Client)</i>	25
4. List of Professionals on permanent strength- for installation and after <i>Sales services 05 points for each qualified personnel)</i>	25

Total Points:	100

Note: Minimum 60 % score is required technically Qualify in each category and over-all as well.