



STATE LIFE INSURANCE CORPORATION OF PAKISTAN

TENDER DOCUMENT

FOR

**PURCHASE OF SPLIT AIR CONDITIONER AND STANDING TOWER FOR ZONAL
OFFICE,**

KARACHI SOUTHERN ZONE.



TENDER NOTICE NO. SLIC/KSZ/01/2024

Y E A R - 2024

GENERAL SERVICES (P&GS DEPARTMENT)

KARACHI SOUTHERN ZONE

11TH FLOOR, STATE LIFE BUILDING NO. 2,

WALLACE ROAD, KARACHI.

Telephone No. 99217044, 99218262 – Fax No. 99217025

E-MAIL : kszstatelife@yahoo.com

1. INTRODUCTION

State Life Insurance Corporation of Pakistan, Karachi Southern Zone intends to purchase Split Air Conditioner and Standing Tower. Sealed Technical & Financial Bid are invited in accordance with PPRA rules (through EPADS),under “Signal Stage-Two Envelops Procedure” from the vendors having National Tax No. & General Sales Tax Registered.

2. DETAILS OF EQUIPMENT

The Description and specification of equipment is described as under :-

ESTIMATED QUANTITY 47 (Forty Seven) (TENDER NOTICE NO. SLIC/KSZ/01/2024)

S.No.	Component	Description	Total Price of Item (GST included)
01.	Wall mounted Split Air Conditioner 18000 BTU – 03 NOS	Orient, Haier, Kenwood Dawlance or Equivalent	
02.	Standing Tower 2 Ton 24000 BTU – 44 NOS.	Orient, Haier, Kenwood Dawlance or Equivalent	
03.	Installation 3000 ft approximately in each from 11 th to 14 th Floor	Copper Pipe Muller USA, Aero Flex Insulation, Electric Wire 110/76 3 Core Pakistan Cable, Single Pole Breaker with Outer Stand.	

3. GENERAL

The firm should provide the following:-

- a) Name of the firm, complete address, telephone numbers, fax number, E-Mail address and Website address.
- b) The name and designation of contact person.

4. RELEVANT EXPERIENCE

- a) Provide the list of corporate clients. It should contain name, address, contact person and telephone number along with details of equipments and its brand supplied to them.

5. FINANCIAL CAPABILITIES

The firm shall describe its financial strength by providing copies of the National Tax Numbers and Sales Tax Registration Numbers of the firm & Professional Tax Certificate (2023).

6. GENERAL TERMS & CONDITIONS

i) Bid Bond

- a) A bid security in the shape of Pay Order amounting to Rs. 370,000/= submitted along with the tender. Any quotation without bid security will not be entertained. The bid Security amount of successful firm will be entertained by State Life till successful completion of order.
- b) No Bids under this Tender document shall be accepted if submitted without Seal & Signature of the Vendor.
- c) Performance Guarantee @ 2% will be submitted by the lowest vendor before award.
- d)

ii) Validity of the Bid

All bids and prices shall remain valid for a period of 40 days from the closing date of the submission of the bid.

iii) Payment Terms

No Advance Payments or mobilization charges will be paid.

iv) Tax Deduction

All taxes at the rate prescribed under the tax laws of Pakistan shall apply on supply and installation of equipment to State Life and it will be deducted accordingly.

v) Acceptance of Bids

- a) The State Life Insurance Corporation of Pakistan reserves the right not to accept the lowest quoted rates and shall be authorized to cancel any proposal and to even cancel the bidding process

without assigning any reason whatsoever before placing order under Rule 33(1) of PPRA-2004.

b) The quantity of the actual order placed may vary from the estimated quantity as mentioned in the advertisement Tender Notice.

vi) Late Delivery of Equipment

State Life Insurance Corporation of Pakistan will deduct 5% of the bill amount, if ordered equipment is not delivered and installed within Two Weeks from the date of issuance of letter of award for the equipment. The letter of award will become void if equipment ;is not delivered and installed within Four Weeks of issuance of letter of award for the equipment and the bid bond of that ;specific item will be forfeited.

vii) Incontestability

a) The decision of State Life Management with regard to the evaluation process and its result shall be final and binding on all parties incontestably.

b) In case of any dispute, the decision of the Management of State Life will be final. The decision of State Life will be binding to all bidding firms and in no case will be challengeable at any forum.

viii) Announcement of Evaluation Report

Procuring Agencies shall announce the result of bid evaluation in the form of report given justification for acceptance or rejection of bids at least 10 days prior to the award of procurement contract.

ix) Warranty

At least three years compressor warranty and one year parts warranty are required.

- x) Bidder must have dealership certificate

7. INSTRUCTIONS FOR BIDDING FIRMS

i) Submission of Bid

- a) The Bids shall be submitted on this Tender Document under the official seal and signature of the bidder at the bottom of Page 1 under the schedule specifying details of equipment vide Clause 2 of Tender Document. All other pages of Bid Documents must be signed by the Vendor at the right hand corner of each page under official seal as a token of Acceptance of Terms & Conditions as specified t herein.

The bids should be submitted in a envelope sealed and labeled as **“QUOTATIONS FOR SPLIT AIR CONDITONER 1.5 TON CAPACITY AND STANDING TOWER 2.0 TON CAPACITY FOR ZONAL OFFICE”**, should be submitted **upto 27th May, 2024 at or before 03.00 P.m.** **The bids will be opened on the same day at 11.30 a.m.** in the presence of the Bidders or their representatives available at that time. The bids should be delivered at the following address :-

Secretary

Zonal Procurement Committee,

General Services (P&GS Department)

11th Floor, State Life Building No. 2,

KARACHI.

Telephone No. 021-99217044 – FAX : 021-99217025

ii) Submission of Bid Bond

The Bid Bond in shape of a Pay Order has to be attached with the bid.

iii) Mode of Delivery for submission of Bids

The sealed bids should be delivered by hand or through courier services as to reach at the address indicated above upto 11.00 a.m. on 27th May, 2024 positively. The bids received after due date / time or received by Fax or through e-mail will not be accepted.

8. I / We of M/s. _____

have read the contents of this TENDER DOCUMENT and hereby submit our rates / offer as per terms of Tender Document and agreed to abide by the Terms & Conditions as spelled out in the TENDER DOCUMENT.

(Seal & Signature of the Vendor with date)

TENDER NOTICE NO. SLIC/KSZ/01/2024

The following information / data must be provided for evaluation purpose by the bidding firms on this form against each item :-

i) **Basic Company Data**

i.	Name of Firm.
ii.	Firm's Registered Address :
iii.	Contact Nos.
iv.	Fax No.
v.	E-Mail Address :
vi.	Website Address :
Vii.	G.S.T. No. (copy to be enclosed)
Viii.	N.T.N. No. (copy to be enclosed)
ix.	Professional Tax Certificate (2022) (copy to be enclosed)
x.	Name of Contact Person :
xi.	Mobile No.
xii.	Address & Telephone Nos. of Branch Office (s) in Karachi. _____ _____ _____
xiii.	Address of Offices located at other Major Cities in Pakistan : _____ _____

II) **Status of Firm**

i.	Confirm status of your firm, if Sole Proprietorship, Partnership, Private Limited or Public Limited. <hr/> <hr/>
ii.	Authorized paid-up capital amount :
iii.	Date of Incorporation of your Company :
iv.	Please confirm if your company is registered with SECP or Registrar of Companies : (enclosed copy of Certificate of Incorporation)

(Signature and Seal of the Firm / Vendor Company)



STATE LIFE

INSURANCE CORPORATION OF PAKISTAN
KARACHI SOUTHERN ZONE
STATE LIFE BUILDING NO.2,
WALLACE ROAD, KARACHI-74000

PHONE NO. 021-9217044 & 021-9217091
FAX NO. 021-9217025

May 09, 2024

TENDER NOTICE NO. SLIC/KSZ/01/2024

Sealed Technical & Financial Bid are invited in accordance with PPRA rules (through EPADS), under "Signal Stage-Two Envelops Procedure" from the vendors having National Tax No. & General Sales Tax Registered for purchase of Split A.C 1.5 Ton Capacity for our Field Workers.

S.No.	Description of Jobs	Estimated Quantity	Tender Fee (Rs.)	Tender Enquiry No.	Closing Date & Time for submission of bids	Date / Time of opening of Bids.
01.	03 Split A.C 1.5 Ton Capacity 44 Standing Tower 2.0 Ton Capacity	47 (Forty Seven)	Rs.1000/=	SLIC/KSZ/01/2024	27th May 2024 at 11.00 AM	27th March 2024 at 11.30 AM

TERMS AND CONDITION :

- The bids should be submitted on PRESCRIBED TENDER DOCUMENTS under (sealed and signature of vendor), which can be obtained from the office of the undersigned on payment of Rs. 500/= in shape of cash (Non Refundable). Any bids submitted otherwise on separate sheets or letter head of the firms shall not be entertained / accepted.
- No bids will be entertained without bid security amounting to Rs. 370000/= in form of pay order in favour of State Life Insurance Corporation of Pakistan.
- The Sealed tenders should reach the Secretary, Zonal Procurement Committee, State Life Building No. 2, Wallace Road, Karachi upto 27th May, 2024 by 11 a.m. Envelope must bear the wordings "QUOTATION FOR SPLIT AIR CONDITIONER 1.5 TON CAPACITY AND STANDING TOWER 2.0 TON CAPACITY FOR ZONAL OFFICE, KARACHI SOUTHERN ZONE.
- Tender will be opened in the office of Incharge, Personnel & General Service, State Life Insurance Corporation of Pakistan, Karachi Southern Zone, 11th Floor, State Life Building No. 2, Wallace Road, Karachi on 27th May 2024 at 11.30 A.M. in the presence of bidders or their representatives who are available.



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- e) The competent authority reserves the right to reject all bids or proposals at any time prior to the acceptance of the bid or proposals in term of rule 33 (1) of PPRA 2004.
- f) The estimated quantity of items mentioned the above may vary at the time of issuing job order / purchase order.
- g) The bidders must attach copies of their NTN, GST and Professional Tax certificates in their name.
- h) Income Tax or any other tax levies as per laid down government policy shall be enforced in all payments.
- i) The firm / supplier shall be bound to supply the required items at State Life Building No. 2, Wallace Road, Karachi on the very short notice or at a prescribed site within the territorial jurisdiction at Karachi for which, no cartage expenses shall be payable.
- j) The earnest money of successful bidder shall be retained as Security Deposit till the successful execution of the order.

(ASLAM PARVEZ)

INCHARGE (P&GS) KSZ



STATE LIFE

**INSURANCE CORPORATION OF PAKISTAN
KARACHI SOUTHERN ZONE
STATE LIFE BUILDING NO.2,
WALLACE ROAD, KARACHI-74000**

**PHONE NO. 021-9217044 & 021-9217091
FAX NO. 021-9217025**

May 9.2024

Mr. Shahid Hussain,
Managing Director,
Public Procurement Regulatory Authority,
1st Floor, F.C.B. Building, G-5/2,

ISLAMABAD.

Sir,

SUB : ADVERTISEMENT OF TENDER

NOTICE NO. SLIC/KSZ/01/2024

Kindly advertise the enclosed State Life Tender Notice No. SLIC/KSZ/01/2024 on the website of PPRA. In this respect, a hard copy of the Tender Notice has been posted for your record.

(ASLAM PARVEZ)

INCHARGE (P&GS) KSZ / SECRETARY

ZONAL PROCUREMENT COMMITTEE

FINANCIAL CRITERIA (FOR EVALUATION PURPOSE ONLY)

M/s

S.No.	Details	Max Points rates	Points rated	Remarks
01.	Bid Security	03		
02.	Rates with GST and all other taxes	02		
03.	Tax Certificate Copies			
	a. NTN	05		
	b. GST	05		
	c. Professional Tax Certificate	05		
04.	Firm Registration			
	d. If more than 10 years	05		
	e. 5 – 10 years	03		
	f. Below 05 years	01		
05.	Rates quoted			
	g. 1 st lowest	20		
	h.. 2 nd lowest	15		
	i. 3 rd lowest	10		
	j. 4 th and onwards	05		
	TOTAL POINTS			

Maximum points = 25

(TARIQ MEHMOOD)
MANAGER (P&GS) KSZ

Secretary ZPC _____

Members 1. _____ 2. _____ 3. _____