



**TENDER NO. P&GS/MUL/007/2023 DATED 22-08-2023**

**Supply of Printers, Scanner, Air Conditioner, UPS and Iron Filing Rack at State Life Building Nawan Shaher Multan**

Sealed bids are invited from well-reputed firms registered with GST/NTN, under Single-Stage Two-Envelope Procedure, for the “**Supply of following items at State Life Building Multan.**”

S.No.	Item Name	Qty
1	Printer Epson LQ-310/350 or Equivalent	06
2	Printer Epson LQ-2190 or Equivalent	01
3	Document Scanner HP latest or Equivalent	01
4	Air conditioner 18000 BTU simple Gree or Equivalent	01
5	UPS 02KVA Homage or Equivalent	01
6	Iron filing Rack size 90"x 42"	04

Detail of Date & Time of Tender is as under:

Last Date & Time for obtaining Tender Documents	Last Date & Time for Submission of Tender Documents	Tender's Opening Date & Time	Bid Security
<b>07-09-2023 4:00 pm</b>	<b>11-09-2021 03:00 pm</b>	<b>11-09-2021 03:30 pm</b>	<b>2% of Bid Amount</b>

**TERMS AND CONDITIONS**

1. Quotations shall be accepted only on Tender Document to be collected from our Office on Payment of Rs.1,000/- Cash as Tender Fee (Non Refundable).
2. Security amount must be deposited equal to 2% of the approximate value of the tender in form of “Cash Payment” or “Call Deposit receipts” in favor of State Life Insurance Corporation of Pakistan Zonal Office Multan which will be refunded to the un-successful parties on the spot and the refundable cash payment or CDR will be detained of the successful party till the completion of Tender. No tender will be acceptable without earnest money.
3. The rates should be valid till completion of the whole consignment.
4. On finding sub standard quality as and when noticed during process, the deposited security may be forfeited in favor of the Corporation, and no payment should be made in this regard.
5. The bidders will attach their respective copies of NTN and Sales Tax Certificates. Order will be placed to bidders on lowest item rates.

6. Sealed Tenders duly completed in all respects must be reached to the undersigned by Courier Service/by post during or by hand Office hours i.e. 09:00 am to 05:30 pm (sharp) except Saturday and Sunday till the closing date / time as mentioned above.
7. No refurbished units/parts will be accepted.
8. Single-Stage Two Envelopes Bidding procedure will be applied; (i) Pre-Qualification Criteria (ii) Financial Bid. Pre-Qualification Bid will be opened on the above mentioned Date & Time at the office mentioned below, in the presence of bidders or their authorized representative (if available), whereas Financial Bids will be opened, later on, for those who have been Pre-Qualified.
9. The Financial Bid Document shall be returned unopened to those bidders who could not pre-qualify "Technical Bid". The decision of State Life Insurance Corporation of Pakistan in this connection shall be final and binding on the bidders. State Life Insurance Corporation of Pakistan shall not entertain any claim on the basis of cost incurred by the bidders for preparation of the tender.
10. All Taxes will be deducted as per Government Rule.
11. The Corporation reserves the rights to cancel/reject any one or all the Tenders in accordance with rule (33) of Public Procurement Regulations.
12. The firm has to submit an affidavit being not black listed, from any department.

For further details the undersigned may be contacted during working hours in person or telephonically on phone No. 061- 9200678.

**Mrs. Rafia Yasmeen**  
**Secretary – Procurement Committee**  
P&GS Department  
2<sup>nd</sup> Floor State Life Building  
Chowk Nawan Shehr  
**Multan**

Ph: 061-9200678