

**TENDER NOTICE NO.MPK/P&GS/11/2019**

State Life Insurance Corporation of Pakistan Mirpurkhas zone requires sealed financial bids are invited from reputable GST/ National Tax registered suppliers/vendors for supplying of **Printing Stationary** as mentioned below for zonal office in State Life Building MA Jinnah Road, Mirpurkhas.

S#	Description of Items.	Specification/Paper Gramage	Quantity
1	Non Medical Proposal forms (as per specimen)	80 grams good quality paper (05 pages)	5000 forms
2	DGH form (as per specimen)	68 grams each pad of 100 pages	50 pads
3	N-20 forms (as per specimen)	80 grams good quality paper	50 pads
4	Medical Proposal forms (as per specimen)	80 grams good quality paper (06 pages)	2000 forms
5	Office file covers with SLIC monogram (as per specimen)	280 grams card each pad of 100 pages	500 files
6	Policy File Covers 350Gram bux Board Imported (as per specimen)	350 gram bux Board Imported	2000 Files
7	SR Recruitment form (as per specimen)	80 grams good quality paper (07 pages)	200 forms
8	Payment voucher/ claim voucher/ commision voucher/ journal voucher (as per specimen)	68 grams paper each pad of 100 pages	50 pads
9	Depositiit slip HBL/UBL (as per specimen)	68 grams each book of 50 sets in 04 colours	200 books
10	Letter Head pad A-4 size (as per specimen)	80 grams good quality paper	10 pads
11	Envelop 11x5 (as per specimen)	70 grams good quality paper	1000
12	Envelop 9x4 (as per specimen)	70 grams good quality paper	1000
13	Envelop 11x15 (as per specimen)	70 grams good quality paper	1000
14	Envelop 14x18 (as per specimen)	70 grams good quality paper	1000

**Delivery Schedule:-**

- 1 Within 10 days issuance of first order of the whole assignment
- 2 The copy of specimen of each form is available in the office of the undersigned and may be seen / got during office hours.
- 3 The bidder must submit tender with **2%** earnest money in shape of pay order/bank draft in favour of StateLife Insurance Corporation of Pakistan, which shall be returned to the unsuccessful bidders immediately and to the successful bidder after satisfactory completion of supply.
- 4 The bids must reach to the office of the undersigned on or before 16th December 2019 at 11.00 am, Bids will be opened on 11th December 2019 @ 11.30 am in the office of undersigned, at State Life Zonal Office, 1st Floor, State Life Building, M.A Road, Mirpurkhas in the presence of those bidders or their authorized agents, who wish to be present at the occasion.
- 5 The envelope should bear the "Printing Stationary 2019" on the corner of envelop.
- 6 Competent authority reserves the right to increase/ decrease the quantity and accept/reject any/all bids assigning reason thereof.

**(SECRETARY)**

Zonal Procurement Committee,  
State Life Insurance Corporation of Paksitan,  
Mirpurkhas Zone  
State Life Building, M.A Jinnah Road  
Mirpurkhas  
0233-9290207