



January 25th 2023

TENDER NOTICE NO P&GS/G&P/LHR/01/2023

Sealed financial proposals are invited in accordance with PPRA under “Single Stage-Single Envelop Procedure” from GST/NTN registered firms/Dealers/Distributors having own Office/Phone/Fax number (if found contrary the Tender will be rejected) preferably based at Lahore for the following items as per terms and conditions mentioned in Tender documents:-

S.NO	DESCRIPTIONS	QUANTITY
1	Different Stationary Items	As mentioned in tender documents
2	Misc. Printing Material	As mentioned in tender documents

TERMS AND CONDITIONS:-

1. Security amount must be deposited equal to 2% of the approximate value of Tender in form of “Call Deposit Receipt” in favor of State Life Insurance Corporation of Pakistan, which will be refunded to the un-successful parties and CDR of the successful party will be detained till the completion of Tender.
2. The rates should be inclusive of all Government taxes and would be valid up to 31/12/2023.
3. The earnest money would be forfeited, if the bidder fails to supply the material according to the purchase order issued.
4. The bidder will attach their respective copies of NTN and Sales Tax Certificates.
5. On finding substandard quality as and when noticed during the process the deposited security may be forfeited in favor of the Corporation and work order will be cancelled.
6. In case of any dispute, the decisions of the Corporation’s management will be final.
7. Tender closing date will be 14/02/2023 up to 10:00 AM positively; the bids will be opened at 11:00 AM on the same date in Zonal Office Board Room in the presence of bidders who may wish to attend the bid opening.
8. “Sealed envelopes” should bear the “Tender Notice Number” clearly.
9. Sealed Tenders duly completed in all respects must reach the below mentioned address by hand, by courier service or by post during office hours that is 9:00 AM to 5:30 PM (sharp) except Saturday and Sunday till the closing date as mentioned above.

10. The order will be placed item wise to the lowest bidder.
11. Tender documents with complete specifications can be obtained from the office of the under signed on payment of Rupees 1000/- as Tender fee (Non Refundable) in shape of pay order/Bank Draft in favor of “State Life Insurance Corporation of Pakistan”.
12. Successful bidders will be responsible to supply the stationary items and Misc. Printing material to the Stationary Store located at the Zonal office Building 15A Davis Road Lahore on issuance of supply order.
13. The Corporation may cancel/reject any one or all the Tenders as per Public Procurement Rules 2004 (Rule 33(1) and Rule 35 and shall upon request communicate to any supplier or contractor who submitted a bid/proposal the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.
14. For further details the under signed may be contacted during working hours in person or telephonically on Phone Number 042-99200303.
15. PPRA rules 2004 will also be applicable.
16. The quantity of the above-mentioned items can be increased or decreased at the time of issuing the work order.

Incharge P&GS,
State Life Insurance Corporation of Pakistan
Group & Pension, State Life Building,
15-A Davis Road, Lahore.
Phone No. 42-99200303, Fax No 042-99200302