

TENDER NOTICE NO.P&GS/G&P/LHR/05/2023

Sealed technical and 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:-

LOT NO.01 (Supply of Branded Computers & Laptops)

S.No.	Descriptions	Quantity
1	Computers (Desktop)	2
2	Laptop	6

(As per complete specifications mentioned in tender documents)

LOT NO.02 (Supply of Printers)

S.No.	Descriptions	Quantity
1	Laser Printer	1
2	Dot Matrix Printer	1

(As per complete specifications mentioned in tender documents)

TERMS AND CONDITIONS:-

1. Security amount must be deposited equal to 5% of the approximate value of tender in form of “Call Deposit Receipt” in favor of State Life Insurance Corporation of Pakistan, Group and Pensions Zone, 15 – A, Davis Road, Lahore, which will be refunded to the un-successful parties on the spot and CDR of the successful parties will be detained till the completion of Tender.
2. The rates should be inclusive of all Government taxes and would be valid for 3 months (90 days).
3. The earnest money would be forfeited, if the bidder fails to supply the material according to the purchase order issued.
4. The bidders will attach their respective copies of NTN and Sales Tax certificates.
5. Each item will be evaluated separately in each LOT.
6. On finding sub-standard quality as and when noticed during process, the deposited security may be forfeited in favor of the Corporation.
7. In case of any dispute the decision of the Corporation’s Management will be final.
8. Tender closing date will be 18/09/2023 up to 10:00 a.m. positively, which will be opened at 11:00 a.m. on the same day at the address given below.
9. “Sealed envelopes” should bear the “Tender Notice number” clearly.

10. Sealed Tenders duly completed in all respects must reach the below mentioned address by hand, by Courier Service or by Post during Office hours i.e. 9:00 am to 5:00 pm (Sharp) except Saturday and Sunday till the closing dates as mentioned above.
11. Each vendor must filled Annexure-D attached with this tender document, otherwise their financial bid will not be considered.
12. Tender documents with complete specifications can be obtained from the office of the undersigned on payment of Rs.1000/- as tender fee (non-refundable) in shape of pay order/ bank draft in favour of State Life Insurance Corporation of Pakistan, Group & Pensions, Lahore.
13. The Taxes will be deducted at source on the total value of tender as per Govt. policy.
14. 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 proposal, but is not required to justify those grounds.
15. For further details the undersigned may be contacted during working hours in person or telephonically on phone No. 042-99200303.
16. PPRA rules 2004 will also be applicable.
17. The quantity of the above mentioned items can be increased or decreased at the time of issuing the work orders.

Incharge P&GS,

State Life Insurance Corporation of Pakistan

Group & Pension, State Life Building,

15-A Davis Road, Lahore.

Phone No. 042-99200303.

Fax No. 042-99200302

Price Schedule/ Financial Cost Sheet:-

Must be filled separately for each item otherwise financial bid will be rejected.

S.No.	Item Description	Qty	Unit Price (Excluding GST but including Income Tax)	Amount of GST /% of GST	Unit Price Including All Taxes	Total Cost (No.of Units x Unit Price including all taxes)
Total Bid Price						

Total Bid Price (in words) Rs. _____

Date:

Place:

Signature of authorized person

Name:

(Company Seal

Note: No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the Financial Bid.