

Dated: 17-01-2024

**TENDER NOTICE NO.P&GS/SUK/01/2024 for General Printing Material**

Sealed financial bids are invited from reputable “A” class printers (who possess the press declaration) registered with Sales Tax Department, having Press Declaration, own offices and phone/fax numbers, (if found contrary the tender will be rejected), for the printing of general items whole year 2024, as per following specifications: -

S #	Description of Items.	Specification/ paper Gram	Quantity
1	Non-Medical Form.	80 gram imported paper	On demand
2	Full Medical Form.	80 gram imported paper	On demand
3	Policy Brief Sheet	80 gram imported paper	On demand
4	Non Medical Revival in 2 Colors printing	80 gram imported paper	On demand
5	Medical Revival in 2 Colors printing	80 gram imported paper	On demand
6	Policy file covers	350 gram bux-board Indonesia imported card	On demand
7	Office file covers	Craft card imported 300g	On demand
8	Windows Envelops with office monogram	Wight Paper 80 gram imported paper	On demand
09	Envelops size 9*4 with office monogram	White Paper 80 gram imported paper	On demand
10	Envelops size 11*5 with office monogram	White Paper 80 gram imported paper	On demand
11	Envelopssize10*12 with office monogram	White Paper 80 gram imported paper	On demand
12	Envelop XRay size with office monogram	White Paper 80 gram imported paper	On demand
13	Letter Heads (Each pad of 100 pages)	80 gram good Quality paper	On demand
14	Loan Register 8*13 300 pages pages lather binding	70 gram imported paper 200 pages	On demand
15	Policy Register lather binding 8*13 300 pages pages lather binding	70 gram imported paper 200 pages	On demand
16	Proposal Register lather binding 8*13 300 pages pages lather binding	70 gram imported paper 200 pages	On demand
17	Cheque deposit slip 1+3	NCR paper	On demand
18	GeneralRegister lather binding	70 gram paper 200 pages	On demand
19	(PHS) Receipt book100 pages in duplicate	68 gram paper	On demand
20	N-20 (Each pad of 100 pages)	68 gram paper	On demand
21	DGH (Each pad of 100 pages)	68 gram paper	On demand
23	Commission payment voucher (Each pad of 100 pages)	68 gram paper	On demand
24	General Payment voucher (Each pad of 100 pages)	68 gram paper	On demand
25	General Printing on one side paper Size 12*12	68 gram (Each pad of 100 pages)	On demand
26	General Printing on one side paper Size 8*13	68 gram (Each pad of 100 pages)	On demand
27	General Printing on one side paper Size 9*11	68 gram (Each pad of 100 pages)	On demand
28	General Printing on one side paper Size 7*10	68 gram (Each pad of 100 pages)	On demand
29	General Printing on both sides paper Size 12*12	68 gram (Each pad of 100 pages)	On demand

30	General Printing on both sides paper Size 8*13	68 gram (Each pad of 100 pages)	On demand
31	General Printing on both sides paper Size 9*11	68 gram (Each pad of 100 pages)	On demand
32	General Printing on both sides paper Size 7*10	68 gram (Each pad of 100 pages)	On demand
33	File Card	310 gram Art Card	On demand
34	Attendance Sheet two colors	68 gram paper	On demand
35	Death Claim Register 23*36 200 pages lather binding	70 gram imported paper	On demand
36	Policy loan register 17*13	70 gram imported paper	On demand
37	UT (Each pad of 100 pages)	68 gram paper	On demand
38	Payment Vouher (Each pad of 100 pages)	68 gram paper	On demand
39	Medical Register lather binding	70 gram imported paper	On demand
40	Medical reference slip book 100 pages1+1	NCR paper	On demand
41	Medical Expenses card	310 gram Art card.	On demand

Delivery Schedule: -

Within 10 days after issuance of work order. Order will be placed on quarterly basis or whenever needed.

- 2) The copy of Specimen of each form is available at the office of undersigned and may be seen/ got during office hours.
- 3) All Taxes as per Government Policy will be deducted on the total value of the Tender.
- 4) The bidder must submit an earnest money of Rs. 20000/ in the shape of pay order/bank draft in favor of State Life Insurance Corporation of Pakistan, which shall be returned to the unsuccessful bidders immediately and to the successful bidder after satisfactorily completion of 01 year i.e. 2024. The bids must reach to the office of the undersigned on or before 01<sup>st</sup>February 2024 at 02:00 p.m.
- 5) During opening of bid the bidders must submit specimen of each item before Zonal Procurement Committee for quality checking.
- 6) Bids will be opened on 01<sup>st</sup>February, 2024 @ 02:30 p.m. at the office of In-charge (Personnel & General Services), State Life Zonal Office, Ground Floor, State Life Building, Minara Road, Sukkur, in the presence of those bidders or their authorized agents, who wish to be present at the occasion.
- 7) On the sealed envelope “General Printing 2024” should be mentioned.
- 8) Competent Authority reserves the right to accept/reject any/all bids assigning reason thereof.

**(SECRETARY)**  
Zonal Procurement Committee,  
State Life Insurance Corporation,  
ofPakistan, Zonal Office,  
P&GS Department,  
Ground Floor, State Life Building.  
Minara Road,  
Sukkur.  
Phone # 071-9310506