

TENDER NOTICE
NO.SLIC/H&AI/P&GS/003/2020

PRINTING OF BOOKLETS & LIST OF HOSPITALS

For

Health & Accident Insurance Peshawar Zone

Sealed Technical and Financial bids are invited in accordance with PPRA rules under “Single Stage- Two Envelop Procedure” from Printers registered with GST/Income Tax Department, having their own Offices and Phone/Fax Number, for the “Printing of Booklets & List of Hospitals” regarding Sehat Shaulat Program. Tender Document containing specification and terms & conditions can be seen/downloaded from PPRA website, www.ppra.org.pk and from the web site of State Life www.statelife.com.pk. Tender Documents can also be obtained from the address given below during office hours 9:30 AM to 5:30 PM (Monday to Friday) without any cost. Last date for submission of bids is 09/11/2020 at 03:00 PM & opening of the Technical Bids at 3:30 PM on same day.

State Life reserves the right to accept/reject all the proposals of the respondents in accordance to the PPRA rules.

Secretary
Zonal Procurement Committee
State Life Insurance Corporation of Pakistan
Health & Accident Insurance, Peshawar
State Life Building, 1st Floor
34-The Mall, Peshawar Cantt
Phone 091-9213949
amanmohmand@yahoo.com

**TENDER NOTICE NO. SLIC/H&AI/P&GS/003/2020 PRINTING
OF BOOKLETS & LIST OF HOSPITALS**

Sealed Technical and Financial bids are invited in accordance with PPRA rules, under “Single Stage – Two Envelope Procedure”, from printers registered with GST/Income Tax Department, having their own offices and phone/fax numbers, for the printing of Booklets & List of Hospitals for Sehat Sahulat Program.

Detailed specifications and Terms and Conditions are mentioned in the following Tender Document:

TENDER DOCUMENT

S r N o	Items	Description	Qty	Delivery Schedule	Closing Date & Time for Submission of Bids	Date/Tim e of Opening Bids
1	Printing of Booklets	Title: Art card 250 gms, A4 size, 4 colors printing, mat lamination, pin binding Containing 8 Pages (4 Leafs), A4 size, mat paper 100 gms, 4 color printing	3 million (Design CD will be Provided by State Life)	After Approval of the final draft, booklets should be prepared within 30 working days.	3:00 PM 09/11/20 20	3:30 PM 09/11/ 2020
2	Printing of List of Hospitals	2 pages (single leaf) A4, size, 70 gms paper, black & white printing	3 million (Design CD will be Provided by State Life)	After Approval of the final draft hospital Lists should be prepared within 30 working days.	3:00 PM 09/11/20 20	3:30 PM 09/11/ 2020

Delivery of Consignment: Delivery of Booklets and hospital Lists in each of district of Khyber Pakhtunkhwa (excluding FATA).

TERMS AND CONDITIONS

- Bidders are required to submit their bids in a sealed large envelope, clearly marked “Bids for printing of Booklets & List of Hospitals” for Health & Accident Insurance, Peshawar Zone, Peshawar”

This envelope should contain two small sealed envelopes clearly

marked “Technical Proposal” and “Financial Proposal” respectively.

2. Initially only Technical Proposals will be opened in the office of Secretary Zonal Procurement Committee, State Life, Health & Accident Insurance, 1st Floor, State Life Building, 34-The Mall, Peshawar Cantt., on the date and time as specified in the specifications/delivery schedule above in the presence of bidders or their representatives. Time and date for opening of Financial Proposals will be announced later.
3. There will be a two-stage evaluation of bids. Technical evaluation will be held first. Minimum 70% score is required for the bidder to technically qualify. Financial bid of only technically qualified bidders would be opened.
4. The vendors are required to furnish an affidavit that they are not black listed by any corporation/Government Department and that they are not in litigation with State Life.
5. The technical proposal must have the following **verifiable documents** & bidder must score 50% points in Technical Evaluation point Score criteria.

- i. Proof of offices in Pakistan.
- ii. Detail of printing machines (with capacity of printing).
- iii. Detail of employees.
- iv. Registration of business.
- v. Copy of job orders of similar nature.
- vi. Last three years audited accounts statement.

6. PRICES

- a. The Prices quoted must be inclusive of all duties / taxes, packing, octroi and delivery charges. The consignment would be arranged to be delivered by the printer free of cost at each District of Khyber Pakhtunkhwa. However, if GST is applicable, the same should be shown separately.
 - b. The Prices mentioned in the tender will be treated as firm till the completion of Purchase Order /Contract/Delivery.
 - c. The Prices must be stated **both in words and figures** in Pakistan Currency.
 - d. Offers must be valid for 90 days.
 - e. Quotation must be written on prescribed form (Financial Bid Form) otherwise Bids will not be entertained.
7. Financial bid must be submitted for each item separately and Item wise lowest evaluated financial Bid would be considered for awarding the contract.

8. Financial Proposals shall accompany a Pay Order / Bank Draft of the 2% of the total bid amount in favor of State Life Insurance Corporation of Pakistan as earnest money. The same will be returned immediately to un-successful bidders after completion of formal procedure and to successful bidder after completion of job.
9. No bid will be accepted without earnest money.
10. All the bids must include G.S.T. and all other taxes.
11. Sample of Paper & Art Card should compulsorily be accompanied by the bid.
12. If the successful bidder fails to supply the material as per purchase order the same shall be returned to the printer and the earnest money will be forfeited.
13. Competent Authority reserves the right to reject all bids or proposal any time prior to the acceptance of a bid or proposal. However, State Life shall upon request communicate to any supplier or printer who submitted a bid or proposal, the grounds for its rejection out of all bids or proposals as per PPRA rules.

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TECHNICAL EVALUATION – POINT SCORING CRITERIA

S No	Description	Max Points	Marks Secured
1	Offices in Pakistan		
	One	5	
	Two and More	10	
2	Printing Capacity of each item separately:		
	Up to 50,000 each item per day	10	
	More than 50,000 each item per day	20	
3	No of Employees		
	Upto 50 employees	10	
	More than 50 employees	15	
4	No of Years in Printing Business		
	Up to 10 Years	5	
	More than 10 Years	10	
5	Similar Nature of Job Completed		
	No of Jobs 5 to 9	5	
	No of Jobs 10+	10	
6	Yearly Business Turnover		
	More than 50 Million But Less than 200 Million	10	
	More than 200 Million	20	
7	Offset four color printing machines		
	Four Machines	5	
	More than Four Machines	15	
Total		100	

Total Points = 100

Minimum Qualifying Points = 70

(50% marks in each category is Mandatory)

FINANCIAL BID FORM

S No	Description	Quantity	Unit Price	Total Price	GST	Total Amount
1	Booklets: Title: Art card 250 gms, A4 size, 4 colors printing, mat lamination, pin binding Containing 8 Pages (4 Leafs), A4 size, mat paper 100 gms, 4 color printing	3 Million				
2	2 pages (single leaf) A4, size, 70 gms paper, black & white printing	3 Million				

Note:

- The Above quoted prices must be inclusive of all applicable duties/taxes, packing, octroi and delivery charges. The consignment would be arranged to be delivered in each district of Khyber Pakhtunkhwa. However, if GST is applicable, the same should be shown separately in the above “Financial Bid Form”
- State Life has the right to decrease the order quantity as per requirement.
- Order will be given as per requirement in batches of 200,000 units.

Signature.....

In the Capacity of.....

Duly authorized to sign proposal for and on behalf of.....

Date.....Place.....Affix rubber stamp.....

STATE LIFE INSURANCE CORPORATION OF PAKISTAN
Health & Accident Insurance, Peshawar Zone

PROPOSED EVALUATION (TECHNICAL & FINANCIAL) COMMITTEE

- i. Mr. Fayyaz Noor, Manager (H&AI), Peshawar Zone (Member)
- ii. Mr. Sherullah khan, AGM (F&A), Regional Accountant KPK
(Member)
- iii. Dr. Saleem Akbar, AGM (H&AI), Peshawar Zone (Convener)
- iv. Mr. Ijaz Ahmad AGM (H&AI), Peshawar Zone (Member)
- v. Mr. Amanullah, Admin Officer, H&AI Peshawar Zone (Secretary)