



STATE LIFE INSURANCE CORPORATION OF PAKISTAN
MIR ALAM SHOPPING PLAZA
MANSHERA ROAD JHANGI
ABBOTTABAD

PH: 0992-9311014
FAX: 0992-9311015

DATE: 27/08/2018

TENDER NOTICE No. GS/ ABTZ/ FUR-AMS/004/2018

Sealed bids are invited from reputed GST/NTN registered firms/suppliers having their own office Phone/Fax number for the following items on **below mentioned terms and conditions** for the year 2018. The bid/s so submitted will be rejected, if any information is found contrary to the specification /stated requirements.

| S.# | Item to purchase | Specification | Quantity |
|------------|-----------------------------|---|-----------------|
| 1 | Office Table | Vin board Sheesham, 3 Draws+Locks Size 5*3*2.5 with wooden top. | 06 |
| 2 | Side Rack | Sheesham vin board, Size 16*36*30, 3 Draws+Locks and 01 Shelf | 06 |
| 3 | Revolving Chair | Sheesham Wood with heavy imported base 5 wheeler, seat + back canned + Adjusted able low and high back, standard size. | 06 |
| 4 | Sofa 05 Seater(03+01+01) | Wooden Frame Sheesham with Multi Foam 4" seat+back Green Nylex Pushed. | 06 Sets |
| 5 | Visitor Chair Cushioned | Wooden Chair with Arms. Sheesham Wood Frame with 2" Width Multi Foam with Green Nylex Seat and Back Seat 22" while Total height of the chair 37" | 12 |
| 6 | File Cabinet | 4 1/2 * 2 * 1 1/2 with 4 drawers handles + lock 22 gauge sheet channel system with hammer paint Metallic Color. | 06 |
| 7 | Centre Table Set | Wooden frame Sheesham with wooden top size 1.5*2*4 | 06 |



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TERMS AND CONDITIONS

1. Bids should be sent along with pay order / Demand Draft of the 5% of the bid's value in favor of State Life Insurance Corporation of Pakistan, Abbottabad Zone as earnest money which will be returned to the un-successful bidders after completion of procurement process. No bid will be acceptable without 5% earnest money.
2. Properly sealed and clearly marked "BID FOR OFFICE FURNITURE" must reach to the undersigned by Courier Service/ by Post/by Hand before **02:30P.M** till **17.09.2018,**
3. The tenders will be opened on **17.09.2018 at 03:00 P.M.**
4. The bidders will attach their NTN and Sales Tax Registration Certificates with their bids. Only genuine holders of NTN and Sales Tax Registered vendors will be accepted.
5. The submission of Professional Certificate is mandatory for Vendor/ Supplier.
6. No transportation charges will be paid for delivery of equipment/s.
7. All rates must be quoted inclusive of all taxes.
8. The incomplete & conditional tender will not be accepted.
9. Attested true copy of CNIC must be attached.
10. Complete Profile must be submitted along with Annexure "A" & "B".
11. The vendors will provide the pictures of the Furniture to ascertain its appearance/look & the same can be examined physically.
12. One- Stage, Single Envelope PPRA bidding procedure will be followed and the Contract will be awarded to the Bidder whose Bid has been determined to be the **Item wise Lowest Evaluated Bid.**



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13. The successful Bidder will be bound to supply the required items as a whole consignment **within 15 days** from the issuance date of Supply Order. On finding sub-standard quality as and when noticed during process, the deposited earnest money will be forfeited in favor of the State Life Insurance Corporation of Pakistan with rejection of the provided item/s.
14. Payment will be released after receiving supply and checking of quality of items. Taxes will be deducted as per Government rules.
15. Required order/quantity may be (increased)/ (reduced) in accordance with the available budget.
16. The Corporation reserves the rights to cancel/ reject any bid in accordance with PPRA rules.

The undersigned may be contacted for any clarification during working/office hours on **Telephone No.(0992) 9311014.**

IMRAN AHMAD KAZI

Secretary

Zonal Procurement Committee

Abbottabad Zone.

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**TO BE SUBMITTED BY THE FRIM / SERVICE PROVIDER
ON THEIR LETTER HEAD**

Annexure "A"

Secretary ZPC

State Life Insurance Corp.of Pakistan,
Mir Alam Shopping Plaza Manshera Road

ABBOTTABAD.

**SUB:- TENDER NOTICE NO. GS/ ABTZ/ FUR-AMS/04/2018
PURCHASE OF OFFICE FURNITURE.**

Dear Sir,

Having gone through the Tender Document, terms & conditions, we hereby offer to provide the above services for a total amount of Rs._____ (Rupees _____) as per Tender Document attached.

PO/DD/DR/CDR No. _____ dated _____ from _____ Bank for Rs. _____ is enclosed as Earnest Money/Security Deposit.

Thanking you,

Yours faithfully,

For and on behalf of Firm / Service Provider

Seal of Firm / Supplier with Signature

VENDOR/ SELLER PROFILE

Annexure "B"

Name of Vendor/ Bidder _____

Registered Address _____

Telephone No. _____

Cell No. _____

Fax No. _____

E-Mail _____

Name of Official _____
(Who will represent vendor/
seller on the day of tender
opening)

NTN No. _____

Sales Tax No. _____

Vendor/ Sellers Signature _____

CNIC No. _____