



**Date: 28.09.2018**

**TENDER NOTICE NO.P&GS/H&AI/LHR/01/2018**

**Purchase of Various Furniture Items for H&AI Zone , State Life Lahore**

Sealed Financial bids are invited in accordance with PPRA rules, under 'Single Stage – One Envelope Procedure', from vendors registered with GST/Income Tax Department, own offices and phone/fax numbers, for the purchase of various Furniture Items .

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

**TENDER DOCUMENT SPECIFICATIONS.**

S #	Description of Items.	Quantity.	Closing date and time for submission of bids	Date/Time of opening of bids
01	Wooden Office Table - Executive with side rack	06	16-09-2018 at 03:00P.M	16-09-2018 at 03:30 P.M
02	Wooden Office Table with side Rack	02		
03	Revolving Chair – Executive	09		
04	Revolving Chair Standard	04		
05	Visitor Chairs	22		
06	Steel File Cabinets	10		

## **Tender Documents for TENDER NOTICE NO.P&GS/H&AI/LHR/01/2018**






### **Purchase of Various Furniture Items** **TERMS AND CONDITIONS**


1. Proposals shall accompany a Pay Order / Bank Draft of the 5% of the total bid amount in favour 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 satisfactory delivery.
2. No bid will be accepted without earnest money.
3. All the bids must include NTN , G.S.T. and all other applicable taxes.
4. The bids submitted shall hold good for a minimum period of 90 days from the date of bid opening.
5. Bidders are required to submit the following verifiable documents / information for the evaluation of technical proposal :
  - Number of Offices in Pakistan
  - Number of employees
  - Number of years in business
  - similar nature of job
  - audited accounts statement for the year 2017
6. No advance payment will be made.
7. Payment will be processed upon satisfactory delivery / Installation of items.
8. In case of non-compliance or failure of execution of order within the specified time or supply of sub-standard furniture items, the earnest money shall be forfeited in favour of the Corporation.
9. The sealed bids should be reached to the below mentioned address as per mentioned date and time. Tender will be opened in the office of Mr. Ubaid-Ur-Rahman , Incharge P&GS,15- A, Davis Road, Lahore in the presence of those bidders or their representatives who wish to be present at the occasion.
10. The firm/supplier will be bound to supply the required items at State Life Building No. 11, 15 - A, Davis Road, Lahore.
11. 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 of all bids or proposals.
12. Above mentioned quantity of items can be increased / decreased as per updated requirement.
11. 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 turnkey Lowest Evaluated Bid after completing all technical requirements.
12. Closing date and time for submission of bids is 16/10/2018 at 03:00 PM while date and time for opening of bids is 16/10/2018 at 03:30 PM

**Mr. Ubaid-Ur-Rahman**  
Incharge P&GS,  
State Life Insurance Corporation of Pakistan  
Health & Accident Insurance Zone,  
15 - A, Davis Road,Lahore  
Phone: 042-99206220

# Details of Furniture Items with Specifications

Tender Notice No. P&GS/H&AI/LHR/01/2018

S. #	Description	Qty	
1	<p><b><u>Office Table</u></b>            Size 5'x3' (LxW) with executive side rack 36"x18"x30" (LxWxH) with 5mm glass and foot rest made of high density chip board pressed with fine grained shishem veneer on both sides, shishem wood molded lipping 3" wide all around the top and plain lipping of other edges with 3 drawers one lockable. Finished with NC Lacquer Glass finished. (As per Sample)</p>	06	
2	<p><b><u>Office Table</u></b>            Size 4'x2-1/2' (LxW) with executive side rack 36"x18"x30" (LxWxH) with 5mm glass and foot rest made of high density chip board pressed with fine grained shishem veneer on both sides, shishem wood molded lipping 3" wide all around the top and plain lipping of other edges with 3 drawers one lockable. Finished with NC Lacquer Glass finished. (As per Sample)</p>	02	
3	<p><b><u>Executive Revolving Chair-High Back</u></b>            Imported high back chair cushioned with superior foam and high quality leatheride poshish with revolving metallic pedestal and with arms (As per Sample)</p>	09	
4	<p><b><u>Standard Revolving Chair- Low Back computer Chair</u></b>            Imported low back Standard chair cushioned with superior foam poshish with revolving metallic pedestal and with arms (As per Sample)</p>	04	
5	<p><b><u>Visitor Chair (Cushioned)</u></b>            Chair main structure made of solid shesham wood, seat and back cushioned with superior fine quality foam leatheride with arms (As per Sample)</p>	06	
6	<p><b><u>Visitor Chair (Cane)</u></b>            Chair main structure made of solid shesham wood, seat and back covered with superior fine quality cane with arms (As per Sample)</p>	16	

07	<p><b>File Steel Cabinet</b>  Size: 54" x 18" x 24" with four drawers. Made of MS sheet 20 gauge. One push lock for all drawers. Painting hammer suprey grey. (As per Sample)</p>	10		
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**TECHNICAL EVALUATION – POINT SCORING CRITERIA**

S No	Description	Max Points	Points Secured
1	<b>Offices in Pakistan</b>		
	One	12	
	Two and Above	20	
2	<b>No of Employees</b>		
	Up to 10 employees	12	
	Above 10 employees	20	
3	<b>No of Years in Business</b>		
	Up to 5 Years	12	
	More than 5 Years	20	
4	<b>Similar Nature of Job Completed</b>		
	No of Jobs 5 to 9	12	
	No of Jobs 10+	20	
5	<b>Yearly Business Turnover</b>		
	Up to Rs. 3 Million	12	
	More than 3 Million	20	
	<b>Total</b>		

**Total Points = 100**

**Minimum Qualification Points = 60**

**(50% marks in each category is compulsory)**