



**STATE LIFE**  
INSURANCE CORPORATION OF PAKISTAN

Principal Office  
State Life Building No.9  
Dr. Ziauddin Ahmed Road  
Karachi -75530  
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Fax No. 92-91-99204577  
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**TENDER NOTICE NO.01/2013**

**PRINTING OF VARIOUS CENTRALIZED ITEMS FOR PHS DIVISION  
FOR THE YEAR 2013.**

Sealed financial bids are invited from reputable "A" class printers & computer stationery printers 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 08 different centralized printing items as per following details:-

S #	Description of Items. No.GS/PO/PRTG/01/13	Quantity.	Delivery Schedule (2013)	Closing date and time for submission of bids	Date/Time of opening bids
i	Policy Covers (Preambles) Size: A-4 Finish 22" x 8½" Open Paper: 115 grams Matt Finish Paper. Printing. 1 <sup>st</sup> page 3 colors & other pages 2 + 2 colors printing with ground.	900,000 Sets. (Each Set consist- ing of 8 pages. CD available.	Within 40 working days after final proof.	12.02.2013 before 11:00 a.m	12.02.2013 at 11:30 a.m
ii	Special Policy Folder (Rexene) – Size: 19" x 12" (Open) 9½" x 12" (Finish) Material: Outside Rexene with Foam 2 inside Pockets (Rexene). Inside Velvet Cloth pasting with 4 Golden Corners (Thick Hard Board. Screen printing in Golden color one side.	7,000 Nos.	Within 40 working days after final proof.	12.02.2013 before 11:00 a.m	12.02.2013 at 11:30 a.m
iii	Policy Document Covers (Jacket Folders) – Size: 19" x 12" (Open) 9½" x 12" (Finish) Pockets: 6" x 8¾" sliding Pasted (one fold from horizontal side). Card: 300 grams Art Card excluding the weight of lamination. Lamination: Card will be laminated from front side including inside pockets. Printing: Front 3 colors printing with ground including Pockets.	9,00,000 Nos. CD available.	Within 50 working days after final proof.	12.02.2013 before 11:00 a.m	12.02.2013 at 11:30 a.m

iv	AIB Supplementary Contract – Size: 10 <sup>3</sup> / <sub>4</sub> ”x 7 <sup>3</sup> / <sub>4</sub> ” Paper: 100 grams Offset Imported Paper. Printing: 1 <sup>st</sup> page 3 colors & other pages 2 colors printing with ground and numbering.	2,00,000 Sets. (Each Set consisting of 6 pages. CD available.	Within 20 working days after final proof.	12.02.2013 before 11:00 a.m	12.02.2013 at 11:30 a.m
v	ADB Supplementary Contract – Size: 10 <sup>3</sup> / <sub>4</sub> ”x 7 <sup>3</sup> / <sub>4</sub> ” Paper: 100 grams Offset Imported Paper. Printing: 1 <sup>st</sup> page 3 colors & other pages 2 colors printing with ground and numbering.	2,50,000 Sets. (Each Set consisting of 4 pages. CD available.	Within 20 working days after final proof.	12.02.2013 before 11:00 a.m	12.02.2013 at 11:30 a.m
vi	FIB Supplementary Contract – Size: 10 <sup>3</sup> / <sub>4</sub> ”x 7 <sup>3</sup> / <sub>4</sub> ” Paper: 100 grams Offset Imported Paper. Printing. 3 + 2 colors printing with ground and numbering.	1,50,000 Nos. Front & Back CD available.	Within 15 working days after final proof.	12.02.2013 before 11:00 a.m	12.02.2013 at 11:30 a.m
vii	Endorsement-ND Scheme Size: 10 <sup>3</sup> / <sub>4</sub> ”x 7 <sup>3</sup> / <sub>4</sub> ” Paper: 100 grams Offset Imported Paper. Printing. 1 <sup>st</sup> page 3 colors & other pages 2 colors printing with ground and numbering.	20,000 Sets. (Each Set consisting of 4 pages. CD available.	Within 10 working days after final proof.	12.02.2013 before 11:00 a.m	12.02.2013 at 11:30 a.m
viii	Welcome Letters – Size: 9” x 11” with two computer strips on right & left side have ½” size each. Paper: 80 grams Offset Imported Paper. Printing: 2 colors printing on one side.	312 Boxes. Each Box consisting of 2,000 continuous sheets.	Within 30 working days after final proof and test run on machine.	12.02.2013 before 11:00 a.m	12.02.2013 at 11:30 a.m

2) Bids may accompany a Pay order/Bank draft of the 2% of the bid value in favour of State Life Insurance Corporation of Pakistan as earnest money. The same will be returned immediately to un-successful bidders after completing of formal procedure and to successful bidder after completion of job.

3) Bids will be opened in the office of Departmental Head (GS), State Life Principal Office, 2<sup>nd</sup> Floor, State Life Building # 9, Dr. Ziauddin Ahmed Road, Karachi, on the date and time as specified above in the presence of those bidders or their authorized agents, who wish to be present at the occasion.

4) All the bids must include the rate of G.S.T. and all other taxes.

5) No bid will be accepted without earnest money.

- 6) Envelope should bear the phrase "Printing of various centralized items-2013 for PHS Division".
- 7) The quotation (validity of rate) submitted shall hold good for a minimum period of 60 days from the date of receipt thereof.
- 8) **Sample of paper/Card** etc., is a must requirement to consider the validity of the quotation.
- 9) If the lowest bidder fails to supply the material as per purchase order, the earnest money will be forfeited.
- 10) Competent Authority reserves the right to reject all bids or proposal at 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.
- 11) "A" class printers should have at least 5 years experience of quality printing along with the facilities of Processing, Printing, Cutting, Machine Binding etc., under one roof. Should also have four color printing facility.
- 12) State Life reserves the right to send any authorized person (s) to visit the site of the printer to check whether the printer has all the necessary facilities to meet the requirements of "A" class printer.

(KAISER SIDDIQUI)  
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