



**STATE LIFE**

INSURANCE CORPORATION OF PAKISTAN

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**BID DOCUMENT**

**FOR**

**PURCHASE OF DESKTOP COMPUTERS LASERJET PRINTERS,  
DOT MATRIX PRINTER, SCANNER ALONG WITH SOFTWARE FOR  
NEW BUSINESS AND PHS DEPARTMENT**

**TENDER NOTICENO.SLIC/BNZ/02/2024  
STATE LIFE INSURANCE CORPORATION OF PAKISTAN, ZONAL  
OFFICE, NAWABSHAH (BENAZIRABAD).**

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**2024**

**CENTRAL PROCUREMENT DEPARTMENT  
ZONAL OFFICE, STATE LIFE MAIN DAUR ROAD,  
NAWABSHAH -67450**

## 1. Introduction

The State Life Insurance Corporation of Pakistan is the largest life insurance institution in Pakistan providing life and group insurance protection to over 6 million people. Even after the introduction of private insurance companies, State Life still enjoys the lion's share of the Pakistan life insurance industry. Presently, State Life Benaziranad Zone intends to purchase Desktop Computers, laser jet printers, Dot Matrix Printers, Scanners along with Software for New Business and PHS Department Zonal Office, Benazirabad (Nawabshah).

## 2. Detail Specification & Quantities/Schedule:

Detailed specifications and estimated quantity for required equipments as under:-

ITEM – 1 (MINIMUM SPECIFICATIONS)	DESKTOP COMPUTER INTEL® CORE I3 OR EQUIVALENT SPECIFICATIONS	QUANTITY	09
PARAMETERS			
Processor	Intel® Core i5 or Equivalent		
Processor Generation	12th Generation or higher (12 core or higher) at least 4.4 Ghz or higher		
RAM	8GB DDR-IV RAM or higher extendable to 16GB		
Hard Disk	1TB		
Graphic Card	Graphics Card compatible with supplied motherboard		
Connectivity	(Built-in/External)-10/100/1000 Ethernet Card with (GigaBit Support), -Wifi-Bluetooth		
Connectors	USB 3.0 (2), HDMI, Headphone Output, USB Type C		
Operating System	Microsoft Windows 11 or Latest Operating System Licensed (OEM Release)		
Software	MS-Office latest Version Licensed, antivirus Licensed (Kaspersky or Equivalent)		
LCD Display	Minimum 19" HD-SVA anti-glare Display		
I/O Devices	Branded USB Keyboard and Mouse		
Warranty	1 Year (or higher) Local		

ITEM – 2 (MINIMUM SPECIFICATIONS)	LASERJET PRINTER EQUIVALENT SPECIFICATIONS	QUANTITY	03
PARAMETERS			
Function	Print		
Print Technology	Laser		
Print Speed	Upto 20 ppm		
Copyspeed	Upto 20 cpm		
Duplex Printing	Auto		
Print Resolution	Upto 1,200 x 1,200 dpi		
Media Size Supported	A4, A5, A5 (LEF) B5 (JIS) Oficio Envelope (DL, C5)		
Wireless Capability	Yes		
Ethernet Compatibility	Yes		
Dimension	421.9 x 424 x 308.7 mm		
Weight	8.58 kg		
Warranty	1 Year or Higher Local		

ITEM – 3 (MINIMUM SPECIFICATIONS)	DOT MATRIX PRINTER LQ2190 EQUIVALENT SPECIFICATIONS	QUANTITY	01
PARAMETERS			
<b>Technology</b>			
<b>Printing Method</b> Impact dot matrix			
<b>Number of Pins</b> 24 pins			
<b>Number of columns</b> 136 columns			
<b>Pins</b> 24 Needles			
<b>Print</b>			
<b>Printing Speed</b> LQ: 10 cpi: 120 chars/s, 12 cpi: 144 chars/s, HighSpeed-Draft: 10 cpi: 480 chars/s, 12 cpi: 576 chars/s, Draft: 10 cpi: 360 chars/s, 12 cpi: 432 chars/s			
<b>Carbon Copies</b> 5 plus one original			
<b>Printing Resolution</b> 360 x 180 DPI			
<b>Connectivity</b>			
<b>Interfaces</b> USB 2.0, Ethernet interface (100 Base-TX / 10 Base-T) (optional), Type B interface, Bidirectional parallel, RS-232 (optional)			
<b>Paper / Media Handling</b>			
<b>Document Feed</b> Single sheet front and rear, Continuous media front and rear, Paper output rear			
<b>Paper Formats</b> Sheet Paper (single- and multi-layer), Continuous Paper (single- and multi-layer), Labels (single- and multi-layer), Roll Paper, Envelopes, Cardboard			
<b>General</b>			
<b>Power consumption</b> 46 Watt, 3 Watt (economy)			
<b>Product dimensions</b> 693 x 405 x 268 mm (Width x Depth x Height)			
<b>Product weight</b> 13 kg			
<b>Supported Temperature</b> Operation 5° C - 35° C			
<b>Supported Humidity</b> Operation 10% - 80%			
<b>Compatible Operating Systems</b> Windows 2000, Windows 7, Windows 8, Windows 98, Windows Vista, Windows XP, Windows XP x64			
<b>Included Software</b> Epson Status Monitor			
<b>Mean Time Between Failures</b> 20.000 hours			
<b>Print Head Life</b> 400 Million Strokes/Wire			
<b>Noise</b> Operation: 54 dB (A)			
<b>Memory</b> 128 kB Included			
<b>Ribbon Yield</b> 15000000 characters Black Draft			

<b>Other Features</b>
<b>Emulations</b> ESC/P2, IBM PPDS
<b>Other</b>
<b>Warranty</b> 12 months Carry in

ITEM – 4 (MINIMUM SPECIFICATIONS)	DOT MATRIX PRINTER LQ350 EQUIVALENT SPECIFICATIONS		QUANTITY	01
PARAMETERS				
<b>PRINTER TYPE</b>	Impact Dot Matrix			
PRODUCT NAME	LQ-350			
PRODUCT CODE	C11CC25011			
PRINTING METHOD	Impact dot matrix			
NUMBER OF PINS IN HEAD	24 pins			
PRINT DIRECTION	Bi-directional with logic seeking			
<b>PRINT SPEED</b>				
HIGH SPEED DRAFT	10 CPI	347 cps		
	12 CPI	416 cps		
DRAFT	10 CPI	260 cps		
	12 CPI	312 cps		
	15 CPI	390 cps		
DRAFT CONDENSED	17 CPI	222 cps		
	20 CPI	260 cps		
LQ	10 CPI	86 cps		
	12 CPI	103 cps		
	15 CPI	129 cps		
LQ CONDENSED	17 CPI	147 cps		
	20 CPI	172 cps		
<b>PRINT CHARACTERISTICS</b>				
CHARACTER SETS	15 International character sets, 13 character code tables (Standard), Italic, PC437, PC850, PC863, PC865, Abicomp, BRASCII, Roman 8, ISO Latin 1, PC858, ISO 8859-15			
	NLSP version (44 character tables)			
	Italic table, PC437 (US Standard Europe), PC850 (Multilingual), PC860 (Portuguese), PC861 (Canadian-French), PC865 (Nordic), Abicomp, BRASCII, Roman 8, ISO Latin 1, PC 858, ISO 8859-7 (Greek), PC852 (East Europe), PC853 (Turkish), PC855 (Cyrillic), PC857 (Turkish), PC866 (Russian), MAZOWIA (Poland), Code MJK (CSFR), ISO 8859-7 (Latin, Greek), ISO Latin IT (Turkish), PC774 (Bulgarian), Estonia (Estonia), PC774 (LST 1283:1993), ISO 8859-2, PC 866UKR (Ukraine), PC437 Slovenia, PC MC, PC1250, PC1251, PCAPTEC (Arabic), PC708 (Arabic), PC720 (Arabic), PC866LAT (Latvian), Hebrew8*1, Hebrew7*1, PC862 (Hebrew)*1, KZ1048(Kazakhstan) (Arabic)			
BITMAP FONTS	Epson Draft :	10, 12, 15 CPI		
	Epson Roman :	10, 12, 15 CPI, Proportional		
	Epson Sans Serif :	10, 12, 15 CPI, Proportional		
	Epson Courier :	10, 12, 15 CPI		
	Epson Prestige :	10, 12 CPI		
	Epson Script :	10 CPI		
	Epson Script C :	Proportional		
	Epson OCR-B :	10 CPI		
	Epson Orator :	10 CPI		
	Epson Orator-S :	10 CPI		

SCALABLE FONTS	Epson Roman :	10.5 pt., 8 to 32 pt. (every 2 pt.)
	Epson Sans Serif :	10.5 pt., 8 to 32 pt. (every 2 pt.)
	Epson Roman T :	10.5 pt., 8 to 32 pt. (every 2 pt.)
	Epson Sans Serif H :	10.5 pt., 8 to 32 pt. (every 2 pt.)
BAR CODE FONT	EAN-13, EAN-8, Interleaved 2 of 5, UPC-A UPC-E, Code 39, Code 128, PostNet	
<b>PRINTABLE COLUMNS</b>		
PITCH (CPI)	Character per line	
10 CPI	80	
12 CPI	96	
15 CPI	120	
17 CPI	137	
20 CPI	160	
<b>PAPER HANDLING</b>		
PAPER PATH	Manual Insertion:	Rear in, Top out
	Tractor :	Rear in, Top out
<b>PAPER SIZE</b>		
CUT SHEET	Manual Insertion	Width : 100 ~ 257 mm (3.9 ~ 10.1") Length: 100 ~ 364 mm (3.9 ~ 14.3") Thickness: 0.065 ~ 0.14 mm (0.0025 ~ 0.0055")
	CUT SHEET (MULTI PART)	Width : 100 ~ 257 mm (3.9 ~ 10.1") Length: 100 ~ 364 mm (3.9 ~ 14.3") Thickness: 0.12 ~ 0.32 mm (0.0047 ~ 0.0126") (Total)
ENVELOPE	No.6	Width : 165 mm (6.5") Length: 92 mm (3.6") Thickness: 0.16 ~ 0.52 mm (0.0063 ~ 0.0205") (Total)
	No.10	Width : 241 mm (9.5") Length: 105 mm (4.1") Thickness: 0.16 ~ 0.52 mm (0.0063 ~ 0.0205") (Total)
CONTINUOUS PAPER (Single sheet and Multi Part)		Width : 101.6 ~ 254 mm (4.0 ~ 10.0") Length: 101.6 ~ 558.8 mm (4.0 ~ 22.0") Thickness: 0.065 ~ 0.32 mm (0.0025 ~ 0.0126") (Total)
ROLL PAPER		Width : 216 mm (8.5 ") Thickness: 0.07 ~ 0.09 mm (0.0028 ~ 0.0035")
PAPER FEEDING	STANDARD	Friction, Push Tractor
	OPTIONAL	Roll Paper Holder
COPIES	Original + 3 copies	
LINE SPACING	4.23 mm (1/6 inch) or programmable in increments of 0.118 mm (1/216 inch)	
<b>INPUT DATA BUFFER</b>		
	128 KByte	
<b>INTERFACE</b>		
STANDARD	Bi-directional parallel interface (IEEE-1284 nibble mode supported)	
	Serial I/F	
	USB (ver 2.0 full speed) I/F	
<b>RIBBON CARTRIDGE</b>		
STANDARD FABRIC RIBBON CARTRIDGE (BLACK)		

	COLOUR :	Black
	TYPE:	Fabric
	RIBBON LIFE:	Approx. 2.5 million characters (Draft 10 cpi, 48 dots/character)
<b>ACOUSTIC NOISE</b>		
		Approx. 53dB (A) (ISO 7779 pattern)
<b>RELIABILITY</b>		
MVBF (Mean Print Volume Between Failure)		Approx. 20 million lines (Except print head)
MTBF (Mean Time Between Failure)		Approx. 10,000 POH (25% duty cycle)
PRINT HEAD LIFE		Approx. 400 million strokes/wire
<b>CONTROL PANEL</b>		
		4 switches, 5 LEDs
<b>ENVIRONMENTAL CONDITIONS (OPERATING)</b>		
TEMPERATURE		5 ~ 35 °C
HUMIDITY		10 ~ 80 % RH
<b>ELECTRICAL SPECIFICATION</b>		
RATED VOLTAGE		AC 120 V / AC 220 - 240 V
RATED FREQUENCY		50 Hz / 60 Hz
POWER CONSUMPTION		Approx. 27 W (ISO/IEC 10561 Letter pattern) Approx. 1.3 W in sleep mode 0 W in powered off mode Approx. 0.5W in auto off mode
<b>DIMENSIONS</b>		
WIDTH		362 mm (348 mm Except knob)
DEPTH		275 mm
HEIGHT		154 mm
WEIGHT		Approx. 4.1 kg
<b>PRINTER DRIVER / UTILITY</b>		
OS		Microsoft® Windows® 2000 / XP / 7, Microsoft® Windows Vista®, 8/10/11
UTILITY		Epson Status Monitor 3 (Microsoft® Windows® 2000 / XP / 7, Microsoft® Windows Vista®, 8/10/11) Epson Printer Setting (Microsoft® Windows® 2000 / XP/ 7, Microsoft® Windows Vista®, 8/10/11)
<b>OPTIONS</b>		
C13S015633		FABRIC RIBBON CARTRIDGE (BLACK)
C11C811141		ROLL PAPER HOLDER
<b>WARRANTY</b>		
Standard Warranty		12 months return to base

<b>ITEM – 5 (MINIMUM SPECIFICATIONS)</b>	<b>SCANNER EQUIVALENT SPECIFICATIONS</b>	<b>QUANTITY</b>	<b>01</b>
<b>PARAMETERS</b>			
Specs as per	<b>HP SCANJET PRO 3000 S4 / EPSON DS 530-II OR EQUIVALENT</b>		

TenderenquiryNo	SLIC/BNZ/02/2024
Closingdate&timeforsubmissionofbids	10-07-2024 upto 11:00a.m.
Date&timeofopeningofTechnicalbids	10-07-2024 at11:30a.m.

**Delivery and after sales service of Consignment:**

**Delivery and after sales service of items at State Life Insurance Corporation of Z o n a l office  
NAWABSHAH. Benazirabad**

**TERMS AND CONDITIONS**

1. Bidders should provide the name of firm, complete postal address, Telephone No, Fax No, Email address and web address (if any).
2. Bidders are required to upload their bids on EPADS systems as per laid down PPR procedure for single stage two-envelope method i.e. separate "Technical Proposal" and "Financial Proposal" respectively and clearly marked as "**Desktop Computers LaserJet Printers, Dot Matrix Printer, Scanner along with Software for New Business and PHS Department Benazirabad Zone**". However, bid security in shape of pay order must be submitted at the address given in tender notice before closing time else tender will be rejected.
3. Initially only Technical Proposals will be opened and downloaded from EPADS on the opening date and time as given in tender notice. Time and date for opening of Financial Proposals of technically qualified bidders will be announced after finalization of Technical Evaluation and will be announced on EPADS system accordingly.
4. There will be a two-stage evaluation of bids. Technical evaluation will be held first (details as per Annex-A). Financial bid of only technically qualified bidders would be considered for further processing and will be evaluated as per (Annex-A).  
**(Technical evaluation of bids/point scoring criteria is available with bidding document).**
5. The Most Advantageous Bid would be accepted (as per Annex-A).
6. Bid Security will be returned to un-successful bidders after completion of formal procedure and to successful bidder after issuance of purchase order/ signing of contract. However, successful bidder will be required to submit performance guarantee of 2% of the quoted price in shape of pay order (valid for entire warranty period) in favor of SLIC at the time of issuance of purchase order/ signing of contract and will be released after expiry of warranty period.
7. No bid will be accepted without bid security.
8. All the bids must include all government taxes.
9. Most Advantageous bidder will be required to deliver items within (02) weeks after issuance of Purchase Order.
10. The bids submitted shall hold good for a minimum period of 90 days from the date of bid opening.



11. The quantity of items may Increase/Decrease at the time of issuing purchase order.
12. Warranty of the items will start from the date of delivery.
13. If the successful bidder fails to supply the items as per purchase order, the bid security will be forfeited.
14. Competent Authority reserves the right to reject all bids or proposal any time prior to the acceptance of a bid or proposal in the light of PPRA rules.
15. All the information provided by the bidder must be verifiable.
16. Bid Security of the successful bidder will be forfeited if the items are not delivered within due time or extended delivery time. In case of a genuine reason regarding delay in delivery the successful bidder shall inform immediately and the delivery time may be extended at the discretion of state Life.
17. If the 1<sup>st</sup> lowest evaluated/Most Advantageous fails to supply the items and bid money is confiscated by the State Life then the old Purchase order will be cancelled and new Purchase Order will be issued to the 2<sup>nd</sup> lowest Evaluated Bidder/ Most Advantageous bidder with approval of the Competent Authority.

(Incharge)  
Central Procurement Department/HR & Admin  
StateLifeInsuranceCorporationofPakistan  
Zonal Office,  
State Life Main Daur Road,  
Nawabshah (Benazirabad).  
Phone:0244-386052

## 1. Technical-Cum-Financial Evaluation:

**(Annex-A)**

The technical evaluation of each item will be carried out as given below. Only those firms will be considered in the technical evaluation that have the required capabilities to meet the criteria specified to supply items listed and also technically qualify as per criteria and the judgment based on it as per the following formula:

### Providing 60% Weight, using Weighted Average Formula

$$=(100 - ((\text{Highest Point} - \text{Points Secured}) / \text{Highest Points} * 100)) * 0.6$$

The financial proposal of only technically qualified bidders will be opened. However, the lower financial bid will have a prime upshot in the award of contract, as per following formula:

### Providing 40% Weight, using Weighted Average Formula

$$=(100 - (\text{Quoted Bid} - \text{Lowest Bid}) / \text{Lowest Bid} * 100) * 0.4$$

$$\text{Most Advantageous Bid} = \text{Weighted Average Technical Score} + \text{Weighted Average Financial Score}$$

## 2. The State Life will apply following evaluation criteria and points system to evaluate the technical bids:

SNo.	Criterion	Total Points
	NTN/GST Registrations should be provided. <b>(Mandatory)</b>	Yes/No
1.	No. of successfully deployed Category related Projects by responding firm in relevant services & industry. (04 points for each category related project, Max.=20 Points)	20
2.	Brand Rating, Compatibility & Modularity and Scalability of offered solution. (Cat-C=4, Cat-B=8, Cat-A=16)	16
3.	Nature of partnership of the bidder with manufacturer / Principal Company for related Category. (Sole Distributor=14, Authorized Business Partner=12, Authorized Reseller= 8, Agent of distributor or Principal Company = 4)	14
4.	Proven Experience of responding firm in relevant services & industry (Related Category) (One point for each completed year, Max.=10 Points)	10
5.	Availability and Strength of support Capability of the firm in the field of related Category (1 to 10 Points), (Max.=10 Points).	10
6.	Financial Reports of last 03 years should also be provided. (Not Comply=00, Fully Comply=10)	10
7.	Previous experience with SLIC's in category related project (No=5, Good=10)	10
8.	Presentation of Bid Documents as per given criteria. (1 to 10 Points), (Max.=10 Points).	10
	<b>Total</b>	<b>100</b>

**Note:** 60% technical and 40% financial on weighted average formula as given above. The firm having less than 60% technical score in each category of above Criterion and overall as well, will technically disqualify and shall not be considered for at the time of opening financial bids.



**STATE LIFE**

**INSURANCE CORPORATION OF PAKISTAN**

**Tender Notice No. SLIC/BNZ/02/2024**

**THE SUPPLY / DELIVERY OF DESKTOP COMPUTER, LASER JET PRINTER, DOT MATRIX PRINTER, SCANNER FOR NEW BUSINESS AND PHS DEPARTMENT STATE LIFE BENAZIRABAD (NAWABSHAH)**

State Life Insurance Corporation of Pakistan (SLIC) invites sealed technical and financial bids through (EPADS) in accordance with PPRA Rules, under "Single Stage-two envelope procedure" from well recognized firms dealing in sale and services of **Desktop Computers, Laser Jet Printers, Dot Matrix Printer, Scanner along with Software** for State Life Benazirabad Zonal Office Nawabshah. Intended bidders must be registered with Income Tax/Sales Tax Departments and having their own office and telephone/Fax no (if found contrary Tender will be rejected)

<b>Title of Work</b>	<b>Earnest Money (Fixed)</b>	<b>Tender Closing Date &amp; Time</b>	<b>Tender Opening Date And Time</b>
<b>The Supply/ Delivery of Desktop Computers, Laser Jet Printers, Dot Matrix Printer, Scanner (Specifications, Details, QTY and Terms &amp; Conditions as Per Tender Document)</b>	Rs.125,000/-	10-07-2024 At11:00 a.m.	10-07-2024 At11:30 a.m.

- Tender Notice along with Tender Document can be seen/downloaded from PPRA website i.e. [www.ppra.org.pk](http://www.ppra.org.pk) alsotendernoticealongwithtenderdocumenthasbeenuploadedon EPADS system and State Life website i.e. [www.statelife.com.pk](http://www.statelife.com.pk) as well.
- Bids will be received only from those firms who are registered with PPRA for e-procurement on E-PADS system for tendering in SLIC through their e-mail addresses which were provided by them to PPRA at the time of their registration.
- Filled tenders must be submitted through their e-mail address latest by 10-07-2024 before 11:00 am. Technical Bid will be opened on the same day at 11:30 am
- State Life Insurance Corporation of Pakistan reserves right to accept/reject all bids in accordance with PPRA Rules.

(INCHARGE)

Central Procurement

Department /HR& Admin

Zonal Office, State Life Main Daur Road,

Nawabshah. (Benazirabad)

Tel:0244-386052

