

INVITATION TO BID

TENDER NO. RE/EL/KHI/4009/LED/17

State Life Insurance Corporation of Pakistan invites sealed bids from the original Manufacturers / Authorized Distributors / Supplies / Contractors registered with Income Tax and Sales Tax Departments for Supply & Installation of LED Tube Lights.

2. Bidding documents, containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification/rejection of bids, etc, are available for the interested bidders at *given below address*. Price of the bidding documents is Rs. 500/- (non-refundable). Bidding documents can also be downloaded from www.statelife.com.pk free of cost.
3. The bids, prepared in accordance with the instructions in the bidding documents must reach on or before **13-07-2017 at 11:00 Hrs.** Bids will be opened the same day at **11:30 Hrs.** This advertisement is also available on PPRA Website at www.ppra.org.pk

MANAGER (ELECT.)

Real Estate Division, 5th Floor,
State Life Building #. 9,
Dr. Ziauddin Ahmed Road,
Karachi.
021-99204525

REAL ESTATE DIVISION
ELECTRICAL ENGINEERING DEPARTMENT
STATE LIFE INSURANCE CORPORATION OF PAKISTAN
INVITATION OF TENDER FOR SUPPLY, INSTALLATION OF LED TUBE LIGHTS AT
STATE LIFE BUILDING #. 9, DR. ZIAUDDIN AHMED ROAD, KARACHI.
TENDER NO. RE/EL/KHI/4009/LED/17

Real Estate Division, State Life Insurance Corporation of Pakistan invites sealed tenders from firms dealing in Electrical Works Supply, Installation of LED Tube Lights and having proven relevant experience.

Title Of Work	Tender Cost (Rs.)	Bid Security	Tender Purchasing Date On Or Before	Tender/ Submission Opening Date Technical Bid	Time Period for Completion
Tender for Supply, Installation of LED Tube Lights, at State Life Building #. 9, Karachi.	Rs. 500/-	2% of Quoted Amount	12-07-2017	13-07-2017	Ninety(90) Days

2. Tenderer will be "Post Qualified" on the basis of information provided with the Tender. Tenderer(s) who fails to qualify in this respect shall not be considered.
3. Tenderer(s) may obtain the Tender and Post Qualification Documents from the office of the undersigned upon payment of a non-refundable Tender cost in shape of Cash/Pay order/Bank draft in favour of M/s. State Life Insurance Corporation of Pakistan.
4. Single stage Two (02) envelope Tender Return procedure will be adopted. One envelope containing information regarding post qualification of Tender shall be clearly marked "**Technical Qualification Information**". The second envelope containing the price documents shall be clearly marked "**Financial Bid Documents**" with original pay order.
5. Partial, conditional and incomplete tenders will not be considered. "**Technical Qualification Information**" and "**Financial Bid Documents**" (both envelopes) are to be submitted at the under-mentioned address by **13-07-2017 at 11:00 Hours**. The envelope containing "**Technical Qualification Information**" shall be opened on the same date at 11:30 Hours in the presence of those Tenderer(s) who wish to be present. Tender received after the prescribed time and date shall be rejected
6. The "**Financial Bid Documents**" of Tenderer(s) who fail to qualify shall be returned to them unopened.
7. The envelope of the "**Financial Bid Documents**" of Post Qualified Tenderer(s) will be opened in the presence of their representative on a specified time which shall be intimated accordingly. Conditional Tenders and bids without bid security will not be accepted.
8. This advertisement along-with Tender Documents is available on State Life Website at www.statelife.com.pk. & PPRA Website at www.ppra.org.pk.
9. State Life reserves the right to accept or reject any or all tenders under the provision of PPRA Rules .

MANAGER (ELECT.)

Real Estate Division, 5th Floor,
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021-99204525

**(To be submitted by Company/Contracting Firm on their Letter Head) with
Post Qualification Document**

Dated: _____

Manager (Electrical),
Real Estate Division,
State Life Building No. 09,
Dr. Ziauddin Ahmed Road,
Karachi.

**SUB: BID FOR SUPPLY, INSTALLATION OF LED LIGHTS AT STATE LIFE BUILDING #. 9,
DR. ZIAUDDIN AHMED ROAD, KARACHI.**

Dear Sir,

Having gone through the Bid Document, Post Qualification Criteria for subject work, we hereby submit our bid consisting of Technical & Financial bid.

Pay order / Demand draft having No. _____ Drawn on _____
Bank dated _____ consisting of 2% bid security is placed in financial bid
envelop.

Thanking you,

Yours Sincerely,

Signature _____

Name _____

Designation _____

M/s. _____

STATE LIFE INSURANCE CORPORATION OF PAKISTAN
REAL ESTATE DIVISION

INVITATION OF BID FOR SUPPLY, INSTALLATION OF LED LIGHTS AT STATE
LIFE BUILDING #. 9, DR. ZIAUDDIN AHMED ROAD, KARACHI.

POST QUALIFICATION DOCUMENT

ELECTRICAL SECTION

5th Floor, State Life Building #. 9,
Dr. Ziauddin Ahmed Road,
Karachi

STATE LIFE INSURANCE CORPORATION OF PAKISTAN
REAL ESTATE DIVISION

POST QUALIFICATION

INVITATION OF BID FOR SUPPLY, INSTALLATION OF LED LIGHTS AT
STATE LIFE BUILDING #. 9, DR. ZIAUDDIN AHMED ROAD, KARACHI.

Bidders desiring to qualify for this contract should complete and submit the post qualification document.

All inquiries related to these documents should be addressed in writing to Manager (electrical) on following address;

MANAGER (ELECTRICAL)

Real Estate Division, 5th Floor,
State Life Building #. 9,
Dr. Zia-uddin Ahmed Road, Karachi.
021-99204525

1. Information supplied by the Bidders for the post qualification statement must apply to the company named on the statement. The substitution of background information pertinent to post qualification will not be considered for another company related to the applicant company through a "Group Ownership".
2. The SLIC will check the information supplied by the firms in post qualifications documents. Financial bids of bidders, who pass the post qualification process will be opened in the presence of their representative who choose to attend at a time & date to be given later. Financial Bid Documents of the bidder who fail to qualify will be returned unopened.
3. The response to this notice must be sufficiently detailed to convince the SLIC that the firm applying for Post-Qualification has the experience as well as the technical expertise and financial qualification necessary for the execution of the subject work.
4. All documents including financial statement, auditor's report and bank references shall be in English language.
5. Firm shall submit the following mandatory requirements;
 - i. GST,NTN Certificate
 - ii. Affidavit that the firm / company is not black listed by any Government / Semi Government / MNCs and private organizations.

Kindly complete the following information;

1. COMPANY INFORMATION:

- a.** FULL NAME OF THE COMPANY / FIRM
- b.** REGISTERED OFFICE ADDRESS
- c.** DESCRIPTION OF COMPANY / FIRM
- d.** TELEPHONE NUMBER
- e.** E - MAIL FAX NO.....
- f.** NAME(S) OF PRESENT DIRECTOR(S) AND THEIR POSITION IN THE FIRM
.....

PROVIDE COPY OF MEMORANDUM AND ARTICLE OF ASSOCIATION OR PARTNERSHIP DEED, WHICH EVER IS APPLICABLE

2. ORGANIZATIONAL AND FINANCIAL DATA:

- a.** STATUS OF BUSINESS (CORPORATION, JOINT VENTURE, PARTNERSHIP ETC).
.....
.....
- b.** IF JOINT VENTURE, NAMES OF THE JOINT VENTURE WITH NAME FO THE LEADING PARTNER
.....
.....
- c.** IF PARTNERSHIP, NAME OF THE PARTNERS WITH POSITION HELD BY EACH PARTNER
- d.** IF CORPORATION PROVIDE THE NAME AND THE TITLE OF PRINCIPALS (PRESIDENT, VICE PRESIDENT, ETC)
.....
.....
WHEN INCORPORATED.....WHERE.....COUNTRY STATE
.....
.....
- e.** DATE BUSINESS FOUNDED
- f.** UNDER PRESENT MANAGEMENT SINCE

- g.** ATTACH THE LAST THREE (03) YEARS AUDITED FINANCIAL STATEMENT OF YOUR COMPANY.

If joint venture, financial statement of each firm must be submitted.

3. PERFORMANCE RECORD

- a.** Please provide a brief resume of works completed by your firm in the last five years including all jobs involving similar nature of works (see attached Form - 1)
- b.** List of projects currently in progress of similar nature of works (see attached Form - 2) (alongwith letter of award)
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4. LIST OF REFERENCES

- a.** What is the size of your permanent full time work force?
- b.** Provide organization chart of your firm indicate lines of communication and reporting responsibility.
- c.** Detail of key technical staff with their qualification and experience including of these who would be deputed for the proposed project.
- d.** Name of bankers to the organization with account number and address. Bankers report on the credit worthiness of the organization must accompany under a sealed cover.
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5. BLACK LISTING

If you are currently black listed form any govt. semi Govt., autonomies body, Corporation or private organization, you need not to apply.

Please submit affidavit you are not black listed by any or organization above.

6. ORGANIZATION

- a.** From Clients (Attach Certificate)
- 1.
 - 2.
 - 3.

b. From Bankers (Attach Certificate)

1.

2.

3.

7. CERTIFICATION - SIGNATURE

I hereby certify to the best of my knowledge that the information hereby given is correct.

NAME : _____

TITLE : _____

SIGNATURE / STAMP _____

DATE: _____

POST - QUALIFICATION FORM - 1

LIST PREVIOUS EXPERIENCE OF SIMILAR NATURE OF WORKS DURING LAST 05 YEARS

NAME OF PROJECT & LOCATION	FULL NAME & ADDRESS OF CLIENT	CONTRACT VALUE (RS)	STATE ANY PENALTIES, CLAIMS, ARBITRATION	TYPE OF WORK	CARRIED OUT ALONG OR IN PARTNERSHIP (IF IN PARTNERSHIP PLEASE STATE SHARE & NAME OF PARTNER)	START DATE	COMPLETION DATE

POST - QUALIFICATION FORM - 2

CURRENT PROJECTS

LIST ALL PROJECTS OF SIMILAR NATURE IN HAND / UNDER PROGRESS

NAME OF PROJECT & LOCATION	FULL NAME & ADDRESS OF CLIENT	CONTRACT VALUE (RS)	STATE ANY PENALTIES, CLAIMS, ARBITRATION	TYPE OF WORK	CARRIED OUT ALONG OR IN PARTNERSHIP (IF IN PARTNERSHIP PLEASE STATE SHARE & NAME OF PARTNER)	START DATE	COMPLETION DATE

SEAL & SIGNATURE: _____

STATE LIFE INSURANCE CORPORATION OF PAKISTAN
REAL ESTATE DIVISION

INVITATION OF BID FOR SUPPLY, INSTALLATION OF LED LIGHTS AT
STATE LIFE BUILDING #. 9, DR. ZIAUDDIN AHMED ROAD, KARACHI.

FINANCIAL BID DOCUMENTS

ELECTRICAL SECTION

5th Floor, State Life Building #. 9,
Dr. Ziauddin Ahmed Road,
Karachi

BILL OF QUANTITIES

SUPPLY, INSTALLATION OF LED LIGHTS AT STATE LIFE BUILDING #. 9, DR. ZIAUDDIN AHMED ROAD, KARACHI

Sr. #.	Description	Unit	Rate (Rs.)	Qty.	Amount (Rs.)
01.	Supply, installation of LED tubes of 18W, 4' length, of make SOGO or equivalent after removing existing fluorescent tubes, Starter & choke in existing connection of (1' X 4') 80W light shade, complete in all respect.	Nos.		2500	
02.	Supply, installation of LED tubes of 9W, 2' length, of make SOGO or equivalent after removing existing fluorescent tubes , Starter & choke in existing connection of (2'X2') 80W light shade, complete in all respect.	Nos.		300	
Total (RS) (A)					
03.	Salvage value of 40W/20W fluorescent tubes removed (-)	Each		2800	
04.	Salvage value of starters removed (-)	Each		2800	
05.	Salvage value of chokes removed (-)	Each		2800	
Total (RS) (B)					
Net Total (RS) = A - B					

Rupees in Word (A - B) _____

SEAL & SIGNATURE OF ELECTRICAL CONTRACTOR

SUPPLY, INSTALLATION OF LED LIGHTS AT STATE LIFE BUILDING #. 9,
DR. ZIAUDDIN AHMED ROAD, KARACHI

1. GENERAL TERMS:

- 1.1. Bid shall be submitted in a sealed envelope. Bid document (all papers) must be signed and stamped to signify the acceptance of Bid conditions.
- 1.2. The successful supplier will be required to submit the schedule of supply and installation within Seven (07) Days from the after acceptance of Letter of Award.
- 1.3. Bid without Bid Security will be rejected.
- 1.4. Any conditional Bid will not be accepted and will be liable to rejection.
- 1.5. Contractor has to clean the site in every respect from unused material, debris and tools on completion of work.
- 1.6. All the works to be carried out under the direct supervision of Electrical Section (Real Estate) Principal Office, Karachi.
- 1.7. Payment to be made as per actual work done.
- 1.8. State Life Insurance Corporation of Pakistan, will not be responsible for any loss to life or theft of tool / equipment or consumable material and will not accept any claim, liabilities or compensation.

2. PRE-BID VISIT:

Bidders are requested to visit the site before submission of bid and ensure that their offers are complete in all respect. All terms & conditions mentioned in this document shall be strictly complied with. Bidder must ensure/study the specifications, schedules and B.O.Q to avoid any debate/discussion/dispute during/after execution of work.

No TA/DA will be given to Bidders for Pre-Bid Visit.

3. PRICES AND ESCALATION:

1. Quoted price shall be inclusive all Taxes of Supply, Transportation, Insurance, Octari, loading, unloading, lifting and fixing of equipment at Site, as specified in the Bid.
2. No price escalation claim will be entertained due to any reason of change in Taxes, Levy, Wages, Currencies fluctuation or any other change announced by the Central Government / Provincial Government or any local Authority.

SEAL & SIGNATURE OF ELECTRICAL CONTRACTOR

4. MODE OF PAYMENT:

1. The billing is divided into 04 stages, Running bill can be raised by Contractor after completion of 25% of whole work.
2. 05% Retention Money will be deducted from each bill, which will be released after successful completion of defect liability period i.e. One (01) year from date of completion of work.

5. DEFECT LIABILITY PERIOD:

1. The contractor shall furnish a completion certificate that the work has been completed and materials / parts supplied / installed strictly confirm to the specification as laid down in the contract.
2. The contractor will replace the components if not found according to specification or found defective due to faulty design, material or workmanship or being non-genuine.
3. Cost of removal, rechecking and cartage charges for defective materials sent back to place of manufacturing shall be borne by the contractor.

6. DELIVERY AND EXECUTION PERIOD:

The Contractor shall Supply & Replace all items within One hundred twenty (120) Days from the date of commencement of work.

7. LIQUIDATED DAMAGES:

Failure to execute the work within the stipulated time will render contractor liable to payment of liquidated damages at the rate of Rs. 4000/ day of delay subject to maximum 10% of Contract price.

8. SIGNING OF CONTRACT AGREEMENT:

1. Upon acceptance of the Bid the supplier shall execute with the State Life Insurance Corporation of Pakistan a proper agreement on non-judicial stamp paper containing certain terms and conditions in the form prescribed by the State Life Insurance Corporation of Pakistan within Seven (07) days from the acceptance of Letter of Award.
2. The contract shall be Governed and interpreted in all respects in accordance with the Law of Pakistan.
3. State Life Insurance Corporation of Pakistan, reserves the right to reject any or all offers, as per provisions of PPRA Rules.
4. In case of any dispute, Divisional Head (Real Estate) State Life, is the final arbitrary authority to settle the matter and it will be liable to accept the decision by both parties.

SEAL & SIGNATURE OF ELECTRICAL CONTRACTOR

SPECIAL CONDITIONS

01.	Bid Security	2% of quoted amount in the form of pay order / bank guarantee by schedule bank in favour of M/s. "State Life Insurance Corporation of Pakistan
02.	Release of Bid Security	<i>a.</i> To unsuccessful Bidder after award of work. <i>b.</i> To successful Bidder upon completion of work.
03.	Date of Commencement of Work	Seven (07) days from the date of award of work.
04.	Time of Completion from the date of commencement of Work	One hundred twenty (120) Days from the date of commencement of work
05.	Liquidated Damages	Rs. 4000/day (maximum 10% of contract price)
06.	Maintenance Period	Twelve (12) months from date of certificate of completion of works.
07.	Bid/Bid validity period	One hundred twenty days (120) days
08.	Mode of Payment	Running bill after completion of 25% work of whole contract.
09.	Retention Money	05% (Five percent) of the verified amount
10.	Release of retention money	Upon completion of maintenance period of one year.
11.	Payment of income tax	All government taxes (federal & provincial) including income tax, GST imposed by Govt. of Sindh, super tax, sales tax, S.S.T, etc. payable by the contractor shall be considered included in the quoted prices of each item in the bill of quantity.

SEAL & SIGNATURE OF ELECTRICAL CONTRACTOR

MANDATORY REQUIREMENTS

- i. GST,NTN Certificate
- ii. Affidavit that the firm / company is not black listed by any Government / Semi Government / MNCs and private organizations.

Bid Evaluation Criteria

Sr #	Parameters against which technical evaluation shall be done	Annexure/ page ref. #	Scoring brackets	Total points allocated
1	Company Profile			
1.1	Years of Experience related to subject works (Please attach evidence)			20
	• Up-to 4 years		4	
	• 5 to 7 years		7	
	• 8 to 10 years		10	
	• 11 to 14 years		14	
	• 15 years and more		20	
1.2	Similar Contracts of reputed / renowned firms in hand (Please attach evidence)			15
	• Up-to 3 contracts		3	
	• 4 to 6 contracts		6	
	• 7 to 9 contracts		9	
	• More than 10 contracts		15	
1.3	List of contracts in progress having value above 1.0 million		(2.5 marks /each)	10
1.4	Technical Staff with related experience related to the discipline			10
	Number of Staff: up-to 15		3	
	16 to 30		5	
	>30		10	
2	Financial Status of the Firm			
2.1	The company should maintain minimum balance as follows at the last day of each month in their bank account during last two years .			15

	<ul style="list-style-type: none"> • More than Rs. 01 million and less than Rs. 3 million 		5	
	<ul style="list-style-type: none"> • 3 million to 5 million 		10	
	<ul style="list-style-type: none"> • >5 million or more 		15	
2.2	Total similar contracts executed by the firm during past 05 years:			
	<ul style="list-style-type: none"> • 1 to 3 contracts 		3	20
	<ul style="list-style-type: none"> • 4 to 10 contracts 		10	
	<ul style="list-style-type: none"> • 11 to 14 contracts 		14	
	<ul style="list-style-type: none"> • > 15 contracts 		20	
3	ISO 9000 certification for company		05	5
4	ENLISTMENT WITH OTHERS FIRMS (01 MARKS/ ENLISTMENT)		05	5
	Please attach documentary evidences where required			
	Total Marks Note: Qualifying marks = 70 or above			100

(ANY MISDECLARATION / MISSTATEMENT WILL BE TAKEN SERIOUS AND COMPANY MAY BE BLACKLISTED. SAME WILL BE ANNOUNCED AND INFORMED IN THE NEWSPAPERS, PPRA AND TO OTHER RELEVANT AGENCIES)

CRITERIA EVALUATION / PREQUALIFICATION

**SUPPLY, INSTALLATION OF LED TUBE LIGHTS AT
STATE LIFE BUILDING #. 9, DR. ZIAUDDIN AHMED ROAD, KARACHI.**

Sr. #.	Name of Contractor	Company Profile	Similar Contracts of reputed / renowned firms in hand	List of contracts in progress having value above 1.0 million	Technical Staff with related experience related to the discipline	Financial Status of the Firm	Total similar contracts executed by the firm during past 05 years:	ISO 9000 certificati on for company	ENLISTME NT WITH OTHERS FIRMS (01 MARKS/ ENLISTME NT)	TOTAL MARKS	MARKS OBTAI NED	REMAR KS
		20	15	10	10	15	20	5	5	100		

Note: Criteria of Pre-qualification = 70 Marks.