



# STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

**REAL ESTATE DIVISION**

Principal Office,

STATE LIFE BUILDING NO. 09,

DR. ZIAUDDIN AHMED ROAD,

KARACHI - 75530

PABX No : 021-99202800-9

D.H (R.E) : 021-99204520

FAX NO : 021-99202877

E.mail : [dhred@statelife.com.pk](mailto:dhred@statelife.com.pk)

Website : [www.statelife.com.pk](http://www.statelife.com.pk)

Date: \_\_\_\_\_

M/s. \_\_\_\_\_

**SUB: TENDER FOR PROVIDING, DISPLAY AND MAINTENANCE OF PLANTS & LANDSCAPE OF STATE LIFE BUILDING NO. 9, DR. ZIAUDDIN AHMED ROAD AND 70-A BUNGALOW LALAZAR, KARACHI.**

Dear Sir,

We enclose herewith the quotation/tender documents for the subject work for quoting you rates. The quotation comprises of the following:

- i.* Bill of Quantities.
  - ii.* Terms & Conditions
  - i.* Special Condition.
2. Please return the same duly filled and completed in all respects to the undersigned on the above noted address to reach latest by 26.10.2016 up to 11:00 Hrs. which shall be opened on same day at 11:30 Hrs.
  3. You are requested to return the bid/tender documents by the stipulated date whether or not you are interested in this bid. For any further details you may contact the undersigned.
  4. The Corporation reserves the right to reject any or all the tenders as per PPRA Rules.

Thank you,

Yours Sincerely,

**NASIM JAVED**

Dy. Manager (Elect.) RE/

Building Incharge (SLB #. 9)

Ph: 021-99206794

**TENDER FOR PROVIDING, DISPLAY AND MAINTENANCE OF PLANTS & LANDSCAPE OF STATE LIFE BUILDING NO. 9, DR. ZIAUDDIN AHMED ROAD & 70-A, LALAZAR, KARACHI.**

**SPECIAL CONDITIONS OF CONTRACT**

<b>01.</b>	Place of Opening of Tender	in the Office of DGM (RE), 5 <sup>th</sup> Floor Real Estate Division, State Lie Building No. 9, Dr. Ziauddin Ahmed Road, Karachi.
<b>02.</b>	Date of Purchasing of Tender	On or before 25.10.2016 in office hours.
<b>03.</b>	Amount of Bid Security (Pay-order) to be submitted with Tender	2% of bid amount per annum in the name of State Life Insurance Corporation of Pakistan (based on annual)
<b>04.</b>	Date of Commencement of Work	Within Five (05) Days from the Date of Issuance of Letter of Award.
<b>05.</b>	Mode of Payment	Through monthly bill submitted by the contractor on completion of satisfactory services in the light of SLIC rules / regulations.
<b>06.</b>	Retention Money	5% of the verified amount of work done.
<b>07.</b>	Release of Retention Money	5% will be release on completion of contract.
<b>08.</b>	Deduction of amount from the bill on account of un-satisfactory services or any other item.	A lump sum amount assessed by State Life Representative in case of un-satisfactory services/ shortage of materials / plants.
<b>09.</b>	Period of Contract	i. One (01) Year ii. may be extended for further Two (02) Years by mutual consent subject to good performance by the Contractor.
<b>10.</b>	Govt. Tax provincial and Federal	All Government Taxes (Federal & Provincial) including Income Tax, GST, SST and other Taxes are imposed by Govt. etc. payable by the contractor shall be considered included in the quoted prices of each item in the bill of quantity.
<b>11.</b>	Release of Bid Security	i. Shall be released to un-successful bidder on acceptance of the lowest evaluated bid. ii. To the lowest evaluated bidder, on satisfactory completion of entire contract.
<b>12.</b>	Period within which contract agreement is to be signed after the date of acceptance of lowest bid by the employer.	Five (05) Days.
<b>13.</b>	Tender Fees	Rs. 200/- (Two Hundred Only) in favour of State Life (Non-refundable)

**SEAL & SIGNATURE OF THE CONTRACTOR**

**PROVIDING, DISPLAY AND MAINTENANCE OF PLANTS, LANDSCAPE OF STATE LIFE BUILDING NO. 9, DR. ZIAUDDIN AHMED ROAD AND 70-A, LALAZAR, KARACHI.**

**SCOPE OF WORK**

1. Providing, display and maintenance of plants and landscape in all the common area from Ground Floor to 8<sup>th</sup> Floor, in the building and passages in the halls and at 70-A, Lalazar, as approved by Service Section.
2. Cleaning & Maintenance of landscape area of inside and outside the building, permanent and seasonal plants will be provided by the contractor as approved by the Service Section.
3. One Gardner to look after the work during the working hours at each location.
4. To maintain & up keep of all plants during the contract period
5. To prepare and maintain Flowers & Plants Pots, pruning of plants at required intervals and removing the waste to the proper place.
6. Regular watering of Plants etc., and hoeing and weeding in and around them.
7. Any other job which is required to make the Building from horticulture point of view beautiful.
8. Spraying of insecticides and fungicides application/spreading of chemical and manure as and when required.
9. Providing of seasonal plants 200 and location as approved by Service Section.

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**SEAL & SIGNATURE OF THE CONTRACTOR**

**PROVIDING, DISPLAY AND MAINTENANCE OF PLANTS, LANDSCAPE OF STATE LIFE BUILDING NO. 9, DR. ZIAUDDIN AHMED ROAD AND 70-A, LALAZAR, KARACHI.**

**TERMS & CONDITIONS**

1. All materials sand, organic fertilizer etc., to carry out the services shall be arrange by the Contractor at their own cost.
2. Necessary tools equipments to maintain the plants will be provided by the contractor.
3. All prevailing Taxes, Government Levis and charges will be borne by the contractor, and all wages to staff as per Government rules.
4. The Corporation reserves the right to terminate the contract at any time without assigning and reason by giving one month advance notice on unsatisfactory work.
5. The Corporation reserves the right to accept or reject any or all Tenders as per PPRA Rules.
6. The Contractor should have minimum Five Years experience in the field of Garden maintenance work/Nursery work.

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**SEAL & SIGNATURE OF THE CONTRACTOR**

**PLANTS, DISPLAY AND MAINTENANCE OF LANDSCAPING OF PRINCIPAL OFFICE, STATE LIFE BUILDING # 9,  
DR. ZIAUDDIN AHMED ROAD AND 70-A BUNGALOW LALAZAR, KARACHI.**

**BILL OF QUANTITIES**

<b>Sr. No.</b>	<b><u>Required for</u></b>	<b><u>Name of Plants</u></b>	<b><u>Pots Size</u></b>	<b><u>Qty. /No. of Plants /Month</u></b>	<b><u>Rate Each (Rs.)</u></b>	<b><u>Amount (Rs.)</u></b>
01.	Principal Office, State Life Building No.9, Dr. Ziauddin Ahmed Road, Karachi.	Araucaria Palm (3 - 4 Ft.)	14"	15		
02.		China Palm	14"	10		
03.		China Palm (Indoor) upto 6 ft. special	16"	20		
04.		Money Plants upto 3 ft. Special	"A" Sp.	15		
05.		Deysina - Mangita	"A" Sp.	10		
06.		Deysina - Mangita	9"	20		
07.		Difenbahija / Malaysia	12"	15		
08.		Cane Palm	"A" Sp.	20		
09.		Begonia Palm / Shiflaria	"A" Sp.	10		
10.	70-A, Chairman House, Lalazar, Karachi.	All seasonal flowers, Ptonia, Mary Gold, Salvia, Delia, Flocks, French Mary Gold, Mitto Caria, Alizar	—	60 Dozn		
		Money plants 5 ft. / Schefflera	18" / "A" Sp.	25		
		TOTAL AMOUNT PER MONTH (Rs.)				
		TOTAL AMOUNT PER ANNUM (Rs.)				

- Quantity of plants can be increased or decreased as per requirement, however, minimum quantity shall remain 120 pots/plants at SLB # 9 and quantity at 70-A remains 25 Nos, except seasonal flowers.
- Complete scope of works includes providing, keeping and maintenance of all plants/allied material stated above including all requirement of Balu Miti (sweet earth) for Planters, pots etc. as and when required. Complete in all respects as per satisfaction of State Life representative / Incharge.

**SEAL & SIGNATURE OF CONTRACTOR**