



**STATE LIFE**  
**INSURANCE CORPORATION OF PAKISTAN**

**Principal Office**  
**State Life Building No.9**  
**Dr. Ziauddin Ahmed Road**  
**Karachi -75530**  
**Phone : 99202800-9 Lines**  
**Fax No. 92-91-99204577**  
**UAN No. 111-111-888**

## **REQUIREMENT TENDER NOTICE SLIC/PO/13/2019**

Sealed bids are invited from will reputed NTN/GST registered suppliers dealing in stationery items, for supply of stationery items at State Life Insurance Corporation of Pakistan, State Life Building No.9, Principal Office.

S#	Description of Jobs	Estimated Quantity	Tender Fee (RS).	Tender Enquiry NO.	Closing Date & Time for	Date/Time of Opening of Bids
01	Supply of Stationery Items (Pen, Pencil, Paper and Toners)	As per bidding Document	Rs.500/-	SLIC/PO/13/2019	08-05-2019 at 11:00 a.m.	08-05-2019 at 1:30 a.m.

### **TERMS & CONDITIONS:-**

- The bids should be submitted on prescribed "**TENDER DOCUMENT**" (under seal and signature of vendor), which can be obtained from the office of the undersigned on payment of Rs.500 in shape of pay Order/Bank Draft in favour of State Life Insurance Corporation of Pakistan (Non Refundable). Any bid submitted otherwise on separate sheet or letter head of the firm shall not be entertained/accepted.
- No bids will be entertained without earnest money/bid Security equivalent to Rs.5% of total bid value in form of pay order in favour of State Life Insurance Corporation of Pakistan.
- The Sealed Tenders should reach to the Secretary Central Procurement Committee, State Life Building No.09, Dr. Zia-ud-din Ahmed Road, Karachi up to 08-05-2019 by 11:00 a.m. envelope must bear the wordings "**QUOTATIONS FOR SUPPLY OF STATIONERY ITEMS**".
- Tenders will be opened in the office of Deputy General Manager (General Services), State Life Insurance Corporation of Pakistan, Principal Office, 2<sup>nd</sup> Floor, State Life Building No.09, Dr. Zia-ud-din Ahmed Road, Karachi 08-05-2019 at 11:30 a.m. in the presence of Bidders or their representatives who are available.
- The Competent Authority reserves the right to reject all bids or proposals at any time prior to acceptance of a bid or proposal, in terms of Rule 33 (1) of PPRA-2004.
- The estimated quantity if items mentioned above may vary at the time of issuing job Order/Purchase Order.
- The Bidders must attach copies of their NTN, GST and Professional Tax certificates along with copies of All the Relevant Certificates issued by concerned authorities.
- Income Tax or any other tax/levies as per laid down Government Policy shall be enforced on all payments.
- The bidder/vendor shall be bound to supply all the items at State Life Building NO.09, Zia-ud-din Ahmed Road, Karachi within fifteen (15) days of award of contract/agreement, for which no labor expenses shall be payable,
- Earnest money will be returned to unsuccessful bidders after acceptance/approval of lowest quoted rates (as per approved sample) and to successful bidder after delivery of all items.

(Qaisar Siddiqui)  
Assistant General Manager/  
Departmental Head (GS)