



STATE LIFE
INSURANCE CORPORATION OF PAKISTAN

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

Dated: 23-02-2023

TENDER NOTICE NO.G&P/PO/04/2023

**PRINTING OF "EMIGRANT INSURANCE CERTIFICATE BOOKS" FOR
THE YEAR 2023 PERTAINING TO G&P DIVISION, PRINCIPAL
OFFICE.**

Sealed Technical and Financial bids are invited in accordance with PPRA rules, under 'Single Stage – Two Envelope Procedure', from printers registered with GST/Income Tax Department, having their own offices and phone/fax numbers, for the printing of "Emigrant Insurance Certificate Books" for the year 2023 pertaining to G&P Division..

Detailed specifications and Terms and Conditions are mentioned in the following Tender Document:

TENDER DOCUMENT

SPECIFICATIONS / DELIVERY SCHEDULE

S #	Description of Items Tender Enquiry No. G&P/PO/04/2023	Quantity	Delivery Schedule	Closing date and time for submission of Bids	Date/Time of opening of Technical Bids
1	Emigrant Insurance Certificate Books - Size: 8¼" x 7½" (finish size) with perforation. Paper: 50 grams NCR Paper. (1 st White, 2 nd Blue, 3 rd Pink & 4 th Yellow) with Kachha Binding. Printing: 1 st Page 3 + 1 colors & other pages 1 + 1 color printing with numbering on all pages.	18,400 Books. (Each Book of 50 Sets & each Set of 04 Pages).	Within 40 working days after final proof.	15.03.2023 before 11:00 a.m.	15.03.2023 at 11:30 a.m.

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TERMS AND CONDITIONS

- 1- Bidders are required to submit their bids in a sealed large envelope, clearly marked 'Bids for printing of "Emigrant Insurance Certificate Books" for the year 2023. This envelope should contain two smaller sealed envelopes clearly marked "Technical Proposal" and "Financial Proposal" respectively.
- 2- Initially only Technical Proposals will be opened in the office of Departmental Head(GS), State Life, Principal Office, 2nd Floor, State Life Building # 9, Dr. Ziauddin Ahmed Road, Karachi, on the date and time as specified in the specifications/delivery schedule above, in the presence of bidders or their representatives who wish to be present on the occasion. Time and date for opening of Financial Proposals will be announced on the same day.
- 3- There will be a two-stage evaluation of bids. Technical evaluation will be held first. Minimum overall 60% with minimum 50% in each of the four categories listed below is required for the bidders to technically qualify. Financial bid of only technically qualified bidders would be opened.
 - a) Details of type of printing machines (one color, two colors or four colors).
 - b) Whether have the in-house facilities of, i) film processing or CTP, ii) plate making or CTP, iii) cutting, iv) binding.
 - c) Number of years of experience in printing.
 - d) Number and nature of existing clients.

NOTE: Facility of Standby Generator is a mandatory requirement.

- 4- The Most advantageous Bid would be accepted.
- 5- The bid shall accompany by a Pay Order/Bank Draft of Rs.150,000/- in favour of State Life Insurance Corporation of Pakistan as bid security. The same will be returned immediately to un-successful bidders after completion of formal procedure and to successful bidder after completion of job.
- 6- No bid will be accepted without bid security.
- 7- All the bids must include G.S.T. and all other taxes.
- 8- **Bid validity:** The bids submitted shall hold good for a minimum period of 75 days from the date of bid opening.

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9- Sample of paper should compulsorily be accompanied with the bid.

10- If the successful bidder fails to supply the material as per purchase order, the bid security will be forfeited.

11- Competent Authority reserves the right to reject all bids or proposal 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.

12- Payment will be made in accordance with PPRA rules


23/2/23
23/2

(IMRAN HUSSAIN)
Departmental Head(GS),
State Life Insurance Corporation
of Pakistan, Principal Office,
2nd Floor, State Life Bldg. # 9.
Dr. Ziauddin Ahmed Road,
Karachi.
Phone # 021-99204521



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TECHNICAL EVALUATION – POINTS SCORING CRITERIA / FORM

	<u>Max. Points</u>
a) Details of type of printing machines i.e. one color, two colors or four colors. (Eight points each for four color, Four points for two colors and Two points for one color machine).	30
b) Whether have the in-house facilities of i) film processing or CTP, ii)plate making or CTP, iii) cutting, iv) binding. (Five points for each facility).	20
c) Number of years of experience in printing. (Three points for each complete year. Minimum 5 years).	25
d) Number and nature of existing clients. (Three points for each Corporate/Multinational/ Govt./ Semi Govt. Organization).	25
Total Points	----- 100

Note: Minimum 50% score in each of the above categories with overall 60% score is required to qualify for financial bid.

Mandatory criteria:

- 1) Facility of Standby Generator is a mandatory requirement.
- 2) GST registered.
- 3) Not black listed.

