

**TENDER NOTICE NO. SLIC/H&AI/P&GS/001/2017 OFFICE
EQUIPEMNTS**

Sealed Technical and Financial bids are invited in accordance with PPRA rules, under “Single Stage – Two Envelope Procedure”, from suppliers registered with GST/Income Tax Department, having their own offices and phone/fax numbers, for “SUPPLY OF OFFICE EQUIPMENTS” to H&AI, Peshawar Zone.

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

TENDER DOCUMENT

Sr No	Items	Description	Qty	Closing Date & Time for Submission of Bids	Opening Date & Time of Technical Bids
1	Desktop Computers	Dell Core i7-6 th Gen or higher 18.5” HD LED 8GB RAM 1TB HDD with one year local warranty, with built-in Wi-Fi Window 8 Pro, MS Office 2010 & Antivirus (OR EQUIVALENT)	59	03:00 P.M 20-07-17	03:30 P.M 20-07-17
2	Printers	HP Laser Jet Pro M402d with original cartridges One year local warranty (OR EQUIVALENT)	39	03:00 P.M 20-07-17	03:30 P.M 20-07-17
3	Printers	HP LaserJet Pro M402dw Standard (built-in Ethernet, Wi-Fi) [Operates as both an AP (with Wi-Fi Direct) and STA] HP eprint; Apple Air Print™; Mopria™-certified; Wireless Direct	6	03:00 P.M 20-07-17	03:30 P.M 20-07-17

		Printing; Google Cloud Print 2.0; Mobile Apps One year local warranty with original cartridges (OR EQUIVALENT)			
4	Portable UPS	Portatable 1kva. Maintenance-free sealed Lead-Acid battery(dry) with suspended electrolyte: leakproof with One year local warranty (OR EQUIVALENT)	18	03:00 P.M 20-07-17	03:30 P.M 20-07-17

TERMS AND CONDITIONS

1. Bidders are required to submit their bids in a sealed large envelope, clearly marked "Bids for OFFICE EQUIPMENTS" for Health & Accident Insurance, Peshawar Zone, Peshawar"

This envelope should contain two sealed envelopes clearly marked "Technical Proposal" and "Financial Proposal" respectively.

2. Initially only Technical Proposals will be opened in the office of Secretary Zonal Procurement Committee, State Life, Health & Accident Insurance, 2nd Floor, State Life Building, 34-The Mall, Peshawar Cantt., on the date and time as specified in the Tender Notice above, in the presence of bidders or their representatives. 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 70% score is required for the bidder to technically qualify. Financial bid of only technically qualified bidders would be opened.
4. The technical proposal must have the following **verifiable documents** & bidder must score 50% points in each of the following categories:

- Proof of offices in Pakistan.
- Detail of employees.
- Registration of business.
- Copy of similar jobs order.
- NTN Certificate

5. PRICES

- a. The Prices quoted must be inclusive of all duties / taxes, packing, octroi and delivery charges. The consignment would be arranged to be delivered by the printer free of cost at Health & Accident Insurance, State Life Building, 2nd Floor, 34-The Mall, Peshawar Cant. However, if GST is applicable, the same should be shown separately.
 - b. The Prices mentioned in the tender will be treated as firm till the completion of Purchase Order /Contract.
 - c. The Prices must be stated for each item separately **both in words and figures** in Pakistan Currency.
 - d. Offers must be valid for 90 days.
 - e. Quotation must be written on prescribed form (Financial Bid Form) otherwise Bids will not be entertained.
6. The lowest evaluated financial Bid would be accepted.
 7. Financial Proposals shall accompany a Pay Order / Bank Draft of the 2% of the total bid amount in favor of State Life Insurance Corporation of Pakistan as earnest money. The same will be returned immediately to un-successful bidders after completion of formal procedure and to successful bidder after completion of job.
 8. No bid will be accepted without earnest money.
 9. All the bids must include G.S.T. and all other taxes.
 10. If the successful bidder fails to supply the equipment as per purchase order the same shall be returned to the supplier and the earnest money 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 out of all bids or proposals.

Secretary
Zonal procurement Committee
State Life Insurance Corporation of Pakistan,
Health & Accident Insurance, Peshawar,
State Life Building , 2nd Floor,
34-The Mall, Peshawar cantt.
Phone 091-9213949
Sajid_munir25@yahoo.com

**TECHNICAL EVALUATION – POINT SCORING CRITERIA
FOR OFFICE EQUIPMENT**

- Proof of offices in Pakistan.
- Detail of employees.
- Registration of business.
- Copy of similar jobs order.
- NTN Certificate.

FINANCIAL BID FORM

S No	Description	Quantity	Cost	GST	Total Amount
1					
2					

Note:

- The Above quoted prices must be inclusive of all applicable duties/taxes, packing, octroi and delivery charges at State Life Building, 2nd Floor, 34-The Mall, Peshawar Cantt. However, if GST is applicable, the same should be shown separately.