



**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

**TENDER NOTICE NO.08/2018**

**PRINTING OF “EMIGRANT INSURANCE BOOKS” FOR THE YEAR 2018 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, own offices and phone/fax numbers, for the printing of “Emigrant Insurance Books” for the year 2018 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. GS/PO/PRTG/08/18	Quantity	Delivery Schedule	Closing date and time for submission of Bids	Date/Time of opening of Technical Bids
1	<b>Emigrant Insurance Books -</b> Size: 8¼” x 7½” (finish size) with perforation. Paper: 50 grams NCR Paper. (1 <sup>st</sup> White, 2 <sup>nd</sup> Blue, 3 <sup>rd</sup> Pink & 4 <sup>th</sup> Yellow) with Kachha Binding. Printing: 1 <sup>st</sup> Page 3 + 1 colors & other pages 1 + 1 color printing with numbering on all pages.	5,000 Books. (Each Book of 50 Sets & each Set of 04 Pages).	Within 20 working days after final proof.	30.04.2018 before 11:00 a.m.	30.04.2018 at 11:30 a.m.

**TERMS AND CONDITIONS**

- 1- Bidders are required to submit their bids in a sealed large envelope, clearly marked ‘Bids for printing of “Emigrant Insurance Books” for the year 2018. 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 D.G.M.(GS), State Life, Principal Office, 2<sup>nd</sup> 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. 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 70% with minimum 60% 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.
- 4- The lowest Evaluated Bid would be accepted.
- 5- Financial Proposals shall accompany by a Pay Order/Bank Draft of the 2% of the total bid amount in favour 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.
- 6- No bid will be accepted without earnest money.
- 7- All the bids must include G.S.T. and all other taxes.
- 8- The bids submitted shall hold good for a minimum period of 60 days from the date of bid opening.
- 9- Sample of paper should compulsorily be accompanied with the bid.
- 10- 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.

(SHAHID ALI)  
Deputy General Manager(GS),  
State Life Insurance Corporation  
of Pakistan, Principal Office,  
2<sup>nd</sup> Floor, State Life Bldg. # 9.  
Dr. Ziauddin Ahmed Road,  
Karachi.  
Phone # 021-99204521

## **TECHNICAL EVALUATION – POINTS SCORING CRITERIA / FORM**

	<b><u>Max. Points</u></b>
a) Details of type of printing machines i.e. one color, two colors or four colors. (Eight points for four color, Four points for two color 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
<b>Total Points</b>	<b>----- 100</b>

**Note:** Minimum 60% score in each of the above categories with over all 70% score is required to qualify for financial bid.

Facility of Standby Generator is a mandatory requirement.