



**STATE LIFE**

**INSURANCE CORPORATION OF PAKISTAN**

**SARGODHA ZONE**

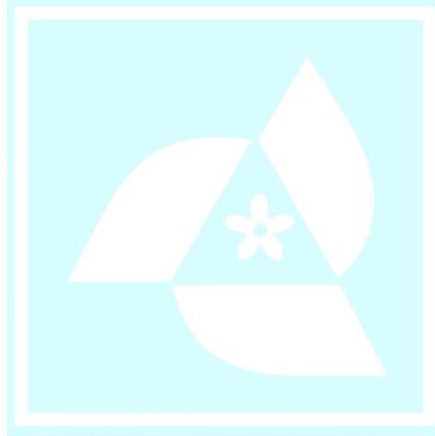
# **TENDER DOCUMENT**

**TENDER NO.SGD/05/2024**

**TITLE**

**(1) SPLIT INVERTOR AIR CONDITIONERS 1.5 TON (03)**

**(2) CABINET INVERTOR AIR CONDITIONER 2.0 TON (02)**



**Address:**

**Secretary Procurement  
Zonal Procurement Committee  
State Life, Zonal Office  
Queen's Road, Sargodha  
Office Phone No.048-3215519 -048-9330179  
Email:pgssgdzn@statelife.com.pk**



# STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

SARGODHA ZONE

## TENDER ADVERTISEMENT

### TENDER NOTICE # SGD / 05 / 2024

#### (AIR CONDITIONERS)

State Life Insurance Corporation of Pakistan, Sargodha Zone invites reputable registered firms / suppliers / wholesalers registered with Income Tax Department and also registered on EPADS to submit their sealed Technical and Financial quotations as per PPRA rules under "Single Stage Single Envelope" procedure for the supply of following items. The detail of tender is as under:

Detail of Items	No. Of Items	Bid Security	Tender Closing Date and Time for Submission of Bids	Technical Bids opening Date & Time
1. Split Invertor AC 1.5 Ton	03	Rs.60,000	02-09-2024 11:00 AM	02-09-2024 11:30 AM
2. Cabinet Invertor AC 2.0 Ton	02			

#### TERMS & CONDITIONS

- Bid document is available on EPADS free of cost.*
- No quotation will be entertained without earnest money in shape of Pay Order, Demand Draft issued in favor of State Life Insurance Corporation of Pakistan.*
- The sealed quotations should reach to the Secretary Zonal Procurement Committee, State Life, Zonal Office, Queen's Road, Sargodha up to **11:00 a.m. on 2<sup>nd</sup> September, 2024.** The envelope must bear the "Air Conditioners" at its right hand corner of the envelop.*
- Technical bids will be opened in the office of Secretary (Procurement), State Life, Zonal Office, Queen's Road, Sargodha on **2<sup>nd</sup> September, 2024 at 11:30 a.m.** in the presence of Bidders or their authorized representatives. The financial bids will be opened on the same day as per decision of the committee.*
- The bid validity should be 180 days.*
- All terms and conditions are available on Tender Documents on EPADS.*

[SECRETARY]

Zonal Procurement Committee  
State Life Insurance Corporation of Pakistan  
1<sup>st</sup> Floor, Zonal Office, Queen's Road, Sargodha  
Ph: 048-3215519, 048-9330179

## INVITATION TO BIDS



# STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

SARGODHA ZONE

State Life Insurance Corporation of Pakistan, Sargodha Zone invites Sealed Bids through EPADS, in accordance with PPRA Rules-2004, under "Single Stage- Single Envelope Procedure" from reputable manufacturers, distributors, suppliers, wholesalers, retailers, registered with Income Tax/ Sales Tax Department, having own offices and phone/ fax numbers (if found contrary Tender will be rejected) for the Supply of (1) Split Invertor AC 1.5 Ton (2) Cabinet Invertor AC 2.0 Ton at 2nd Floor State Life, Zonal Office, Queen's Road, Sargodha.

Tender envelope shall clearly be marked the description of item on its right top corner. The bidder must mentioned bids validity period 180 days on the quotation. Tender shall be submitted in a sealed envelope by courier or in person by **2<sup>nd</sup> September, 2024** at 11:00 AM at the following address and will be opened in the presence of bidders (if available) on the same day at 11:30 AM.

**Secretary Procurement / Incharge (HR & Admin)**

**1<sup>st</sup> Floor, State Life, Zonal Office**

**Queen's Road, Sargodha**

## **2. TERMS AND CONDITIONS**

- 2.1 The bidders shall furnish as part of this Tender, Bid Security Rs.60,000 in the form of Bank Draft or Pay Order or CDR only in favour of State Life Insurance Corporation of Pakistan, Sargodha Zone.
- 2.2 The Competent Authority may reject all bids / proposals at any time prior to the acceptance of a bid or proposal. The competent authority shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.
- 2.3 The offer received incomplete or not in accordance with the conditions / specifications will not be entertained.
- 2.4 The estimated numbers of purchasing items mentioned in tender may vary at the time of purchase order.
- 2.5 Bid offered is likely to be ignored if:-
  - i- The tender is unsigned (All pages should be signed).
  - ii- Offer is ambiguous or conditional.
  - iii- Bid validity is not mentioned on the quotation.
  - iv- Bidder is blacklisted by PPRA or defaulter in any previous order or contract with any Government / Semi Govt. Organization.
  - v- The bid is not accompanied by full amount of Bid Security.
  - vi- Bid is not received by due date and time specified
  - vii- Cost of bidding documents is not remitted.
  - viii- The bidder has not furnished the requisite documents.
- 2.6
  - i- Affidavit that the company / supplier is not black listed with PPRA or any other Govt. / Semi organization. .
  - ii- List of Corporate Clients with their contact information (Top Ten).
  - iii- The pictures, brochures and technical specifications of offering brand of Air Conditioners.
  - iv- Manufacturer Warranty for Air Conditioners.
  - V- A clear written commitment to the effect that if any component of item supplied is damaged during transportation or installation it shall be replaced with the same without charges.



# STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

SARGODHA ZONE

- 2.7 The quoted price must be firm, final, inclusive of all taxes, transportation charges etc, and in Pak Rupees otherwise it will not be entertained.
- 2.8 State Life is not bound to accept the lowest offer not fulfilling the requisite criteria.
- 2.9 Price will remain valid upto 180 days from the bid opening date. Earnest money will be returned to unsuccessful bidders after acceptance /approval of lowest quoted rates (as per approved item) and to successful bidder after delivery of all items.
- 2.10 The successful bidder shall be liable for liquidated damages @ 2% Per Month, if he fails to supply the items within specified period.

### **3. SCHEDULE OF SUPPLY AND INSTALLATION OF PROCURING ITEMS**

- a. The delivery of Air Conditioners shall be required to be completed within 10 days from the date of issuance of purchase / work order.

### **4. EXTENTION OF DELIVERY PERIOD**

In special circumstances, request for extension of delivery period may be considered by the Competent Authority on the written request of the firm before the target date of supply, who will be authorized to either accept or reject the request of bidder without assigning any reason.

### **5. BID / TENDER OPENING PROCEDURE**

Single stage – Single envelope procedure.-

All bids received shall be opened and evaluated in the manner prescribed in the bidding document.

### **6. ACCEPTANCE OF BIDS AND AWARD OF PROCUREMENT CONTRACTS**

The bidder with the lowest evaluated bid, if not in conflict with any other law, rules, regulations or policy of the Federal Government, shall be awarded the procurement contract, within the original or extended period of bid validity.





# STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

SARGODHA ZONE

## 7. SPECIFICATION OF ITEMS

### TENDER SPECIFICATIONS

Sr.	DESCRIPTION	QTY	Sample Picture
1	<p>KENWOOD INVERTER AC 1.5 TON 1862 SUPREME (2024) <b><u>or equivalent</u></b></p> <p>With standard installation kit</p> <p>Heat &amp; Cool</p> <p>Energy Saver</p> <p>Parts Warranty 1 Year</p> <p>With installation, the extra piping and wire used in installation will be paid separately.</p>	03	
2	<p>PEL 24K bold 2.0 ton Inverter Heat and Cool Floor Standing AC or equivalent</p> <p>With standard installation kit</p> <p>Heat &amp; Cool</p> <p>Energy Saver</p> <p>Part warranty 2 Year</p> <p>With installation, the extra piping and wire used in installation will be paid separately.</p>	02	

## 8. DISPUTE

Any dispute arising between the parties will be resolved through mutual arbitration. The decision of Zonal Procurement Committee will be the final.



# STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

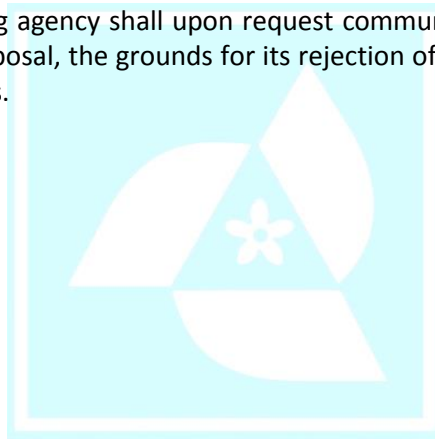
SARGODHA ZONE

## 9. TERMS OF PAYMENT

- a. Payment will be made through crossed cheque issued by State Life Zonal Office, Sargodha to the bidder against invoice after 100% completion of satisfactory supply of items.
  - b. No payment will be made as advance.
  - c. Payment against partial supply of goods will not be made.
- i- Payment shall be made within 15 days after successful supply of items at 1<sup>st</sup> Floor State Life, Zonal Office, Queen's Road, Sargodha
  - ii- Delivery Challan duly signed by HR & Admin Department of State Life, Zonal Office, Sargodha
  - iii- Invoice in duplicate having NTN/GST numbers.
  - iv- All tax certificates.

## 10. REJECTION OF BIDS

- a. The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.





# STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

SARGODHA ZONE

## 11. TECHNICAL CRITERIA

### TECHNICAL EVALUATION PERFORMA

#### TENDER NOTICE NO.SGD/04/2022

Total Points = 100

Minimum Points = 70

Sr. No.	Evaluation Factor	Criteria & Grading Points	Documentary Evidence	Max Points	Points Obtained
1	Establishment of Office /Manufacturer / Company / Supplier	More than 10 Years = 20 points More than 05 Years = 10 Points Less than 05 Years = Knock-out	Attach documentary evidence	20	
2	NTN Certificate with Active Taxpayer Sheet	Yes = 20 points No = Knock out	Attach documentary evidence	20	
3	Sales Tax Certificate	Yes = 20 Points No = Knock out	Attach documentary evidence	20	
4	Affidavit for not blacklisted	If not blacklisted = 20 points If blacklisted = knockout	Attach Affidavit	10	
5	Experience of similar contracts within 2 years <b>(each contract 01 No.)</b>	20 or more than 20 contracts = 20 points 10 or more than 10 contracts = 10 points Less than 05 contracts = Zero	Attach copies of contracts	20	
6	Dealership / authorized distributor Certificates <b>(for electrical / electronic items only)</b>	Valid certificate = 10 points No certificate = knockout	Attach copy of certificate	10	
<b>Qualifying points 80 points</b>				<b>100</b>	

**Authorized Signature of Company Official with Seal**