




TENDER DOCUMENT

Furniture and Fixtures with Specifications.

Sealed Technical & Financial bids are invited in accordance with PPRA rules, under **'Single Stage–Single Envelope Procedure'** Through <https://eprocure.gov.pk> (E-PADS) from vendors registered with GST/Income Tax Department, own offices and phone/fax numbers, for the Procurement of following Furniture Items.

The sealed bids should be submitted electronically through **E-pads**. The bids, prepared in accordance with the instruction in the bidding documents, must be submitted on EPADS on date as per mentioned on E-pads at **11.00 AM** and bids will be opened on the same day at **11:30 AM** in the presence of the bidders or their representatives.

01:- Details of Furniture and Fixtures with Specification

Sr. No.	Items	Sample	Qty
01	<p>Table 6 x 3 with Side Rack</p> <ul style="list-style-type: none">• 03 draws with channel with lock Glass Polish• Top farmeca with Leather ,wooden gola all side bottom wooden border all side• Color – wood• Design. As per sample		01
02	<p>Centre Table</p> <ul style="list-style-type: none">• Wooden Shesham• Sprit Polish, same color• One drawer• width 2'.6"• Length 4'• Height 30"• Design. As per sample		01
03	<p>Revolving Chair Cushioned</p> <ul style="list-style-type: none">• Leatherite seat and back upholstery• Adjustable Height• Swivel Tilt Mechanism Wooden armrset• HD Aluminum Base, HD Mute wheels• High-Grade SGS Hydraulic• Color Black Gas Lifter 120mm• Seat Depth:20, Seat Width 21• Design. As per sample		01

<p>04</p>	<p><u>Visitor Chair Cushioned</u></p> <ul style="list-style-type: none"> • Size: 24 W 24 D 39 H (Inches) • Shesham Wood 1st quality • Sprit polish wood color • Seat and back foam 1st quality • Design. As per sample 		<p>06</p>
<p>05</p>	<p>Sofa Seat: 05 Seats 3+1+1</p> <ul style="list-style-type: none"> • Size: 32 W 28 D 30 H (Inches) • Material: (off white) Leather • Structure: Steel Frame • Foam: Premium quality (1st) • Design. As per sample 		<p>01</p>
<p>06</p>	<p>Steel File Cabinet</p> <ul style="list-style-type: none"> • Steel Gauge 22" • Four Draws with Lock • Channel Fitting • Height 54" • width 24" 		<p>01</p>

02:- AC & Bracket Fans (Electronic Items)

07	<ul style="list-style-type: none">• AC 1.5 Ton Split Inverter T3 pro• Specifications: Fixed or Inverter Full DC Inverter Cooling Capacity BTU18000.• Heating Capacity BTU 18000 Power Input (W)-Cooling 1600 Power Input (W)-Heating 1450 Running Current(A)-Cooling 7.3 Running Current(A)-Heating 6.7 <p>Warranty Parts 1 Year + 4 Years PCB Compressor 10 Years</p>		01
08	<p>Bracket Fan 18"</p> <ul style="list-style-type: none">• GFC,PAK, YUNAS• Steel Body		02

Terms & Conditions:

Proposals shall accompany a Pay Order/Bank Draft/CDR of not less than **02%** in favor of State Life Insurance Corporation of Pakistan as earnest money which may be released after Final Evaluation of unsuccessful firm/company.

1. Original Bid Security instrument **MUST BE** submitted to the under signed before closing time of bid submission.
2. Successful Firm/Company must submit **Rs. 20,000** as Performance Guarantee after award of work order which shall be returned after expiry of warranty period of supplied items and shall be subject to deductions on account of unsatisfactory delivery / performance.
3. No bid will be accepted without earnest money/CDR which is 02%.
4. Bid will not be accepted if a vender is under litigation with State Life or blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan. Personal influence will also disqualify bidders.
5. All the bids must include G.S.T. and all other applicable taxes.
6. The Bids Prices shall be lowest quoted on **Item wise**.
7. All Submitted bids must be duly signed and stamped.
8. The selected firms will provide items within 20 days from receipt of supply orders as per sample to be approved by SLIC. If supply is not made in due time, a fine of 0.5% of contract value per delayed day will be charged to the firm. If supply/ installation is delayed beyond 40 days from receipt of supply order, the earnest money will be confiscated.
9. The approved bidder immediately after receipt of Work Order shall provide a sample of the Item to SLIC for scrutiny and approval. After the sample is approved, the bidder shall supply/ install rest of the items as per approved sample.
10. SLIC can increase or decrease the quantity of items to be purchased and also reserve the right to accept or reject any or all tenders/Bids in line with PPRA rules.
11. Bid validity period up to 04.11.2024.

12. No advance payment will be made. Payment will be processed upon satisfactory delivery / Installation of items. In case of non-compliance or failure of execution of order within the specified time or supply of sub-standard items and Services, Performance Guarantee shall be forfeited in favor of the Corporation.

13. The supplier will be responsible to assemble/ install /deliver/Ready to use items as per requirement and in case of failure to maintain quality in installation, the same will be fixed at his risk and cost besides penalty as may be imposed by Competent Authority in SLIC.

14. 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 who submitted a bid or proposal, the grounds for its rejection of all bids or proposals.

Undertaking:

We hereby confirm to have read all the terms and conditions carefully mentioned in the tender documents and we agree to abide by all those conditions.

Signature and stamp
(Sign and stamp by Vendor)

Regional In-Charge (Human Resource Administration & Procurement)
State Life Insurance Corporation of Pakistan
7th Floor, State Life Building
Faisalabad Region
Phone: 041-9201572, 03467683044
Email: ishtiaq_bukhari@hotmail.com

Technical Evaluation Criteria

SR.#	Description	Max Points	Points Secured	Page Number
1	NTN & GST registration for relevant Item			
	Up to 03 years	10		
	More than 03 years	15		
2	After Sales Services (Polishing and Minor Repairing)			
	02 times for one year (free of cost)	15		
	04 Times for two years (2 Times each year, free of cost)	20		
3	Number of Orders executed (PKR) Similar Nature			
	0.5 to 1.0 million	05		
	1.0 to 1.5 million	10		
	More than 1.5 million	15		
4	Number and Nature of Clients (Similar Work)			
	03 or more Private clients only	15		
	03 or more Private and Government both clients	20		
5	Financial Capabilities			
	Annual Report for each Year (2 Number Each Year)	10		
6	Technical Staff with related experience related to the discipline			
	Number of Staff: up-to 05	05		
	05 to 10	10		
	>15	20		

Total Marks 100. Qualifying marks = 50 or above

FINANCIAL PROPOSAL

For Purchase of Furniture and Fixtures

Financial year 2024

Name of Supplier: _____

SR.#	Description	Qty.	Unit Price	GST Rs.	Total Price
1	Computer Chair	18			
2	Revolving Chair Cushioned (Q-57-1R)	02			
3	Revolving Chair Cushioned (B-517)	07			
4	Visitor Chair Canned	10			
5	Table 5x3	01			
6	Computer Table with top Glass 08mm	01			
7	Sofa Seat 01	10			
8	Side Rack	01			
9	Air Conditioner 18000BTU T3 Compressor	01			

Signature and Stamp: