



STATE LIFE
INSURANCE CORPORATION OF PAKISTAN

TENDER DOCUMENT

FOR

CLEAN AGENT FIRE SUPPRESSION SYSTEM INCLUDING GASEOUS
AGENTS FM-200/ NOVEC 1230 OR EQUAL FOR THE DATACENTER
ROOM HAVING AISLE CONTAINMENT OF 10 RACKS & THE
ELECTRICAL ROOM.

AUGUST - 2024



Tender Document for:

THE SUPPLY and complete Installation of Clean Agent FIRE SUPPRESSION SYSTEM

August 2024



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Tender Document for:

THE SUPPLY and complete Installation of Clean Agent FIRE SUPPRESSION SYSTEM

August 2024



TENDER DOCUMENT

1. Introduction

The State Life Insurance Corporation of Pakistan is the largest life & health insurance institution in Pakistan providing life and group insurance protection services. Even after the introduction of private insurance companies, State Life still enjoys the biggest market share of the Pakistan life & health insurance industry.

State Life Insurance Corporation of Pakistan being an industry leader in insurance sector had started working for implementation of Prime Minister National Health Insurance Scheme since years. State Life being an administrator of this scheme has also been working for its implementation in coordination with Ministry of National Health Services, regulation and Coordination (MNHSR&C) and National Database Registration Authority (NADRA).

Health is a central focal activity for the Government, and State Life is playing an active role in the expansion of the Health program. In order to make the Health Insurance systems available 24/7, the datacenter facility need to be upgrade by addition of effective gaseous fire suppression system for the protection of the critical equipment and to mitigate inherent fire risk. The traditional water sprinklers system is not suitable for the equipment and the servers.

Interested firms are invited to submit a Technical Proposal & Financial proposal for the supply/delivery and provide fire suppression system in all respect items as per terms & conditions elaborated through this Tender Document. Interested firms are required to bid for following items:



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1.1 Scope of Work

Design, install and maintain a comprehensive fire suppression system tailored for the Datacenter environment that insure compliance with industry standards. The deployment the fire suppression system should include smoke detection, heat detection and the alarm generation system to keep check on electrical and hardware installed in the datacenter to minimize the fire risk.

Detailed regarding envisaged assignment is as under: -

Assignment	Required Services
Clean agent Fire Suppression System including Gaseous agents FM-200/ Novec 1230 or equal for The datacenter room having Aisle containment of 10 racks & the electrical Room.	<ul style="list-style-type: none"> • Supply of Fire Suppression System including smoke, Heat Detector and sounder for the both adjutants rooms • Complete Installation & Commissioning Training of supplied equipment.



Bidders can propose their solutions for fire Suppression system for both data center rooms and electrical room.

S.No.	Equipment Description	Quantity
1	Clean agent Fire Suppression System Novec 1230/FM200 or equal with fire alarm system	2

Therefore, State Life Insurance Corporation of Pakistan invites registered firms/vendors who can supply aforementioned equipment along with after sale service support.

Evaluation of the bids will be carried out separately and contract will be awarded to lowest evaluated bidder of separately on the basis of given technical & financial evaluation criteria.

Proposals should be complete in all respects and any part of hardware equipment, components, software or services that in bidder's opinion is missing or confusing, should be included in proposal to complete the solution, it should be indicated in writing at the time of pre-bid meeting. Otherwise it will be considered as integral part of offered solution. Details regarding each of the required equipment, software and services are appended below.

Evaluation of bids will be carried out separately and contract will be awarded to lowest evaluated bidder of separately on the basis of given Technical and Financial Evaluation Criteria. Firms are allowed to make joint venture with following considerations:

- (i) Bids submitted by joint venture of two or more firms as partners necessarily require qualifying eligibility criteria by each partner.
- (ii) The bids, and in case of successful bid, a form of Agreement shall be signed so as to be legally binding on all partners.
- (iii) One of the partners shall be nominated, as being in-charge and its authorization shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the partners.



1.1.1 Technical Specifications

Minimum Specifications:

S. No	Fire Suppression Type	Description	Quantity
1.	Factory-filled seamless cylinders with HFC-227ea (FM-200) or FK-5-1-12 (Novec 1230) or equivalent. Includes a 3-Zone Extinguisher Control Panel with battery backup. Supplies and allied accessories for installation in Datacenter Farm Room 124m3 enclosure volume.	FM-200/Novec 1230 or equal with manufacturer warranty with support services. Including electrical & piping network materials.	01
2.	Factory-filled seamless cylinders with HFC-227ea (FM-200) or FK-5-1-12 (Novec 1230) or equivalent. Includes a 3-Zone Extinguisher Control Panel with battery backup. Supplies and allied accessories for installation in Power Room 54m3 enclosure volume	FM-200/Novec 1230 or equal with manufacturer warranty with support services including electrical & piping network materials.	01
3.	Fire Alarm system	Optical Smoke detector	04
		Optical Heat detector	02
		Sounder	01

Fire suppression Panel

UL Listed

Programmable NACs, all with internal synchronization

2-5 programmable inputs and 3-5 programmable relay outputs

Full-color resistive touch screen with intuitive user interface

Up to 24 programmable soft "function keys"

User Authentication mechanism

Modular and expandable electronics

Option to "invert" inputs and outputs

Programmable cause and effects; over inputs and outputs

Can be networked with programmable functionality

Programming via USB port to PC or memory stick

CLEAN AGENT SUPPRESSION SYSTEM

HFC-227ea Agent or or FK-5-1-12

Underwriters Inc. (UL) Recognized Components.

Same Brand as panel Manufacturer

NFPA 2001 Clean Agent Fire Extinguishing Systems (Listed Alternative)

Manufacturers also UL Listed



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1.2.1.1.1. Warranty

All equipment supplied by vendor must accompanied with prebuilt manufacturer's warranty with after sale service support from the principal. Only local warranties will be considered. Manufacturer or principals must have its offices at major cities nationwide.

1.2.1.1.2. OEM Relationships & Warranties

All Hardware equipment should have warranty, including parts and labor in the following manner:

- 1x Year Parts & labor on-site Warranty
- The equipment supplied should be through verifiable distribution channel in Pakistan.
- All Management Software provided with the equipment should have warranties for one year against defects/bugs as well as updates.
- The responding organization (RO) must be authorized Business Partner/Reseller of the ORIGINAL MANUFACTURER in Pakistan.

1.2.1.1.3. Technical Support

Selected vendors will be bound to provide one year after sale technical support services to client, which will be inclusive of the equipment quoted prices.

1.2.1.1.4. Maintenance

State Life Insurance Corporation of Pakistan also requires maintenance services of the supplied equipment 24/7 during after sale technical support service period. Therefore, a proactive mechanism should be in place to ensure smooth functionality.

1.2.1.1.5. Duration of After Sales Technical Support Period

The after sale technical support service period will be of one year starting from the day;

- Once all contracting equipment and services will be rendered and
- Satisfactory delivery report/challan will be signed by the client

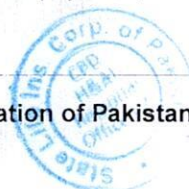
1.2.1.1.6. Technology

Proposed equipment and services must be state of the art and compatible with prevailing technology. Equipment manufactures' must be renowned brands with proper foot prints in the local market. Proposed equipment and services must be fully compatible with other technologies and brands.

1.2 Mandatory Criteria

Eligible Service Provider/Respondent who:

- i. Have a relevant experience of at least Five (5) years
- ii. Must be registered with Tax Authorities as per prevailing latest tax rules (Only those respondents who are validly registered with Government legal entities, sales tax and income tax departments) and on active tax payer list;



- iii. Has not been blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan (Submission of undertaking on legal stamp paper of worth Rs.100/- **(One Hundred Rupees Only/-)** is mandatory);
- iv. Bid Security amounting to **PKR. 200,000/-** as per PPRA Rules in the form of Pay order/ Bank Draft in favor of "H&AI, State Life Insurance Corporation of Pakistan" must be attached as per PPRA Rules.

NOTE: Verifiable proof for all the above shall be mandatory. Non-submission may cause disqualification of the bidder for any further process. All bidders must provide a checklist format compliance of the eligibility criteria above.

1.3 Preparation of Proposal

1.3.1 Technical Proposal

- (i) While preparing Technical Proposal, bidding firm(s) are expected to examine the Tender Documents comprising this invitation in detail, as material deficiencies in providing the information requested may result in rejection of the proposal.
- (ii) To establish the conformity of the items required through this TENDER Document, the Vendor shall furnish as part of its Technical Proposal, a detailed description of the Bidder's proposed items conforming in all material aspects with the Technical Requirements both overall as well as in regards to the performance of each proposed item.
- (iii) Please note that the technical proposal shall not include any financial information.

1.3.2 Financial Proposal

- (i) While preparing the financial proposal, bidder(s) is expected to take into account the requirement and conditions of the invitation documents. The Financial proposal should follow standard form/ Financial Proposal at **Annexure - A**. It should provide lump sum costs associated with the assignment and all other out of pocket expenses.
- (ii) The bidder shall identify clearly about bid validity that how many days after the submission date the proposal must remain valid. During this period the bidder is expected to keep available the professional staff working on the proposal. The State Life will make its best effort to complete technical clarification (if needed) within this period. Proposal validity period may be extended with mutual consent as per PPRA rules

1.3 Tender Document Price / Payment:

- (i) This Document showing itemized list along with specifications, quantity and detailed terms & conditions document is available on EPADs & official website of statelife.



Office of the:

CPD, State Life Tower, 3rd Floor, Health and Accidental Insurance (H&AI), Regional Office, Islamabad

- (ii) Bid price shall be inclusive of all taxes, duties, levies, charges, etc.
- (iii) Bidders are advised to bid in PKR.
- (iv) All payments will be made in Pak Rupees.
- (v) The prices charged by the successful bidder for the required equipment/services along with accessories and associated services shall not vary from the prices as quoted in the financial proposal.
- (vi) Payment will be made on submission of invoices duly verified in all respect by the user Division / Department.

1.4 Cost of Bidding

The bidder shall bear all costs associated with the preparation and submission of his bid and State Life will in no case be responsible or liable for those costs, regardless of the outcome of the bidding process.

1.5 Language of Bidding

The bid must be prepared and submitted in English language. Supporting documents and printed literature furnished by the bidder with the bid may be in another language as long as they are accompanied by an English translation of the pertinent passages. For the purpose of interpretation of the Bid, English language shall prevail.

1.6 Confidentiality

- a. Information relating to the evaluation of proposals and recommendations concerning award shall not be disclosed to the bidder(s) who submitted the proposals or to other persons not officially concerned with the process, until the award of contract is notified to the successful firm.
- b. Information relating to the examination, evaluation, comparison and post qualification of Proposals, and recommendation of contract award, shall not be disclosed to Bidders or any other persons.
- c. Any attempt by a Bidder to influence State Life in the examination, evaluation, comparison, and post-qualification of the Proposals or Contract award decisions will result in the rejection of its Proposals.

1.7 Use of Contract Documents and Information:

- i. The bidder shall not, without State Life's prior written consent, disclose the Contract, or any provision thereof or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of State Life in connection therewith, to any person other than a



person employed by the Bidder in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.

- ii. The bidder shall not, without State Life's prior written consent, make use of any document or information related to State Life functions and procedures except for purposes of performing the Contract.
- iii. All documents shall remain the property of State Life and shall be returned (all copies) to State Life on completion of the Bidder's performance under the Contract if so required by State Life.
- iv. The Bidder shall permit State Life to inspect their accounts and records relating to the performance of the supply and to have them audited by auditors appointed by State Life, if so required by State Life. State Life can directly contact the references given in the technical requirements part of TENDER DOCUMENT to verify Bidder's technical reasons supporting compliance.

1.8 Bid Validity

- i. Bid shall remain valid for a period of 120 days from the specified date of tender opening.
- ii. In exceptional circumstances prior to expiry of the original bid validity period, the bidder may be requested in writing for an extension of the period of validity. A bidder agreeing to such request will not be permitted to modify his bid. A bidder not agreeing to such request may be withdrawn at the discretion of State Life.

1.9 Clarification(S) / Queries of Tender

- (i) The bidders are expected to carefully examine all instructions, forms and specifications in the Bidding Documents. Any Bidder in doubt as to the exact meaning or interpretation of any part of the Bidding Documents should immediately seek clarification in writing from.

Head of IT Operations,
3rd floor, H&AI Regional Office, Statelife Tower F-7/4 Blue
Area Islamabad. (Pakistan)
TEL-051-9202141
E-Mail: sys.architect.health@statelife.com.pk

- (ii) Requests for all clarifications with regard to the given specifications or other information contained in Tender Documents should come either through E-Mail or Courier on the address mentioned above. Telephone enquiries may not be entertained. All inquiries about the tender made to State Life and State Life's response will be made known to other bidders without disclosing identity of the bidder who made the enquiry.



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1.10 Pre-Bidding Meeting

A pre bid meeting will be held on September 16, 2024, at 11:00 AM PST for interested parties to help them fully understand the assignment. Bidders must attend Pre-Bid Meeting.

1.11 Sealing, Marking and Transmission of the Bid

- 1) Detailed "**TECHNICAL PROPOSAL**" and "**FINANCIAL PROPOSAL**" should be submitted before the closing date and time as mentioned in the tender notice through EPADS and also submit the hard copy duly sealed as per Single Stage Two Envelop Procedure at :

Incharge CPD 3rd floor, H&AI Regional Office, Statelife Tower F-7/4 Blue Area Islamabad.
Pakistan

a) "TECHNICAL PROPOSAL"

Bid against Tender Enquiry No. xx/xx/xx/xx/xx
Do not open before time specified in the tender document / advertisement

"TECHNICAL PROPOSAL"

For the provision of
Clean agent Fire Suppression System including Gaseous agents FM-200/ Novec 1230 or equal for the datacenter room having Aisle containment of 10 racks & the electrical Room.
At SLIC DATACENTER 3RD FLOOR
STATE LIFE TOWER ISLAMABAD.

SECRETARY RPC,
CPD, Health and Accidental Insurance (H&AI),
Regional Office, Islamabad

b) "FINANCIAL PROPOSAL"

Bid against Tender Enquiry No. XX/XXXX/XX/XX/XXXX
Do not open before time specified in the tender document / advertisement

"FINANCIAL PROPOSAL"

Clean agent Fire Suppression System including Gaseous agents FM-200/ Novec 1230 or equal for the datacenter room having Aisle containment of 10 racks & the electrical Room.
At SLIC DATACENTER 3RD FLOOR
STATE LIFE TOWER ISLAMABAD.

SECRETARY RPC,
CPD, Health and Accidental Insurance (H&AI),
Regional Office, 3rd Floor, State Life Tower, Islamabad

If the envelope is not marked as instructed above, State Life will assume no responsibility for the misplacement or premature opening of the bid.



1.12 Deadline for Submission of Bids

- i. The original bid must be delivered to State Life at the address specified at Para 1.13 not later than September 24, 2024 @11:00 AM
- ii. State Life may, at its discretion, extend the deadline for the submission of Bids by amending the Bidding Documents, in which case all rights and obligations of State Life and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
- iii. The envelopes shall indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared "LATE".
- iv. If the envelopes are not marked as instructed above, State Life will assume no responsibility for the misplacement or premature opening of the bid.
- v. In case bidder send hard copy via courier he must keep closing timeline in mind and he is responsible to ensure that bids should reach our office well before time

1.13 Bid Opening

The Bid shall be opened publicly by the State Life's designated "Regional Procurement Committee" in the presence of Bidder's representatives who wish to attend the bid opening on September 24, 2024 @11:00 AM

1.14 Bid Security

- i. Bidder to furnish Bid Security amounting to PKR 200,000 (Two Hundred Thousand Only/-) with Technical Bid/Proposal
- ii. The Bid Security shall be in the form of a Bank draft / Pay order in favor of "H&AI (State Life Insurance Corporation of Pakistan)" must be issued by a Pakistani Scheduled Bank or branch of a foreign bank operating in Pakistan. The Bid Security shall be valid for 120 days counting from the day of the bid opening.
- iii. Any bid not accompanied by the requisite Bid Security shall be rejected. The Bid Security of unsuccessful bidders will be returned. The Bid Security of the successful bidder shall be discharged after submission of requisite Performance Bond / Bank Guarantee
- iv. The Bid Security will be forfeited in case:
 - a) A bidder withdraws its bid during the period of bid validity.
 - b) Failure of the successful bidder to execute the contract and provide the Bank Guarantee.

1.15 Responsiveness of the Bids

- i. The Bid must be prepared in the English Language.
- ii. The Bid must be unconditionally valid for **120 days** from the date of Bid Opening.
- iii. Bids should only be submitted by hand or by courier services.
- iv. Bid must reach before time specified in Tender Document.
- v. Bidder must submit duly filled in signed and stamped declarations sample provided at "Annexure - E" showing that firm is not involve in any litigation or marked Black listed.



- vi. The State Life will evaluate the bids as per criteria outlined in RFP
- vii. Bids determined to be substantially responsive will be considered for Financial Evaluation
- viii. Bids submitted in hard copy and via EPADs must be same and in case of any missing item/entity/document etc the bids will be rejected

1.16 Bank Guarantee

- i. Within fifteen (15) days of receipt of the letter for the award of contract, the successful bidder shall furnish to State Life, a Bank Guarantee amounting to 5% of the Bid quoted cost/value as per specimen at **Annexure – C.**
- ii. The Bank Guarantee of the banks that are blacklisted by Government of Pakistan for issuing Bank Guarantees will not be acceptable.
- iii. The validity of Bank Guarantee shall be throughout the contract period and completion of the contract and shall be extended by the firm if the completion of contract is delayed, whether in whole or in part.
- iv. The cost incurred for establishing the Bank Guarantee or any extension thereof shall be to the account of the bidding firm.
- v. The Bank Guarantee will be discharged after completion of the contract.
- vi. The Bank Guarantee must be as per format attached at "**Annexure-C**" and must be either from a Pakistani scheduled bank or from a branch of foreign bank in Pakistan acceptable to State Life.
- vii. The proceeds of the Bank Guarantee shall be payable to the State Life Insurance Corporation as compensation for any loss resulting from the contractor's failure to complete its performance obligations under the contract according to the satisfaction of State Life.

1.17 Eligibility and Qualification Requirements

- i. To be eligible for award of contract, bidders will have to provide satisfactory evidence to State Life of their eligibility, capability and adequacy to carry out the contract effectively up to the end.
- ii. The bidder should be competent to provide the Items/Equipment as mentioned in the "SCOPE OF WORK" at Section-1.1.
- iii. Bids submitted by a joint venture of two or more firms as partners shall comply with the following requirements:
- iv. Subcontracting any part of the bid shall not be allowed and bids that include an element of subcontracting shall be rejected as non-responsive.
- v. Bids submitted by a joint venture of two or more firms as partners necessarily require qualifying eligibility criteria by each partner.
- vi. The bids, and in case of a successful bid, a Form of Agreement shall be signed so as to be legally binding on all partners.

- vii. One of the partners shall be nominated, as being in-charge and its authorization shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the partners.
- viii. The Lead Bidder shall be authorized to incur liabilities and receive instruction for and on behalf of any and all partners of the consortium and the entire execution of the contract including payment shall be done exclusively with the Lead Bidder or Partner in-charge.
- ix. All partners of the consortium shall be jointly and severally responsible for the execution and completion of the contract in accordance with the contract terms and conditions. A relevant statement to this shall be included in the authorization mentioned under 1.20 section — (iii) above as well as in form of bid and the form of Agreement (in case of successful bid). A copy of the agreement entered amongst the consortium partners shall be submitted with the bid.
- x. In case of a joint venture, a copy of MoU(s) between the bidder and the partnering firm(s) is required to be submitted.

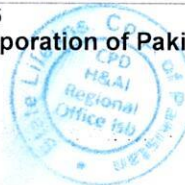
1.18 Clarification of Bids

To assist in the examination, evaluation and comparison of Bids State Life may at its discretion, ask the Bidder for clarification of its bid. All responses to request for clarification shall be in writing, and no change in the price or substance of the bid shall be sought, offered or permitted.

- a) Bidders may be requested to provide sample for evaluation or demonstrate its features to State Life during evaluation stage, at no extra cost.
- b) State Life reserves the right to communicate with any of the reference sites mentioned by the bidder, if required, with or without notifying the bidder.

2. Terms and Conditions

- i. After opening the bids, State Life will determine whether each bid is substantially responsive to the requirements of the Bidding Documents.
- ii. A substantially responsive bid is one, which conforms to all the terms and conditions of the Bidding Documents without material deviation. A material deviation is one which being inconsistent with the Bidding Documents, affects in any substantial way the scope, instruction to Bidders, or prescribed completion schedule or which limits in any substantial way State Life's right or the bidders' obligation under the Contract.
- iii. A bid determined to be non-responsive will be rejected by State Life and shall not subsequently be made responsive by the Bidder by correction of the non-conformity.
- iv. State Life may waive any minor deviation non-conformity or irregularity in a bid, which does not constitute a material deviation, provided that the waiver does not prejudice or affect the relative standing order of any Bidder.



- v. To assist in determining a bid's responsiveness the Bidder may be asked for clarification of his bid. The Bidder is not permitted, however, to change bid price or substance of his bid.
- vi. The evaluation of the bids will take into accounts, in addition to the bid price, the following factors:
- Reliability and efficiency of the proposed equipment and service.
 - Financial standing of the Bidder.

3. Technical Evaluation

- There will be single-stage two envelop procedure and all bids will be scrutinized as per criteria outlined in RFP documents. State Life's Evaluation Committee on the parameters listed below will make the technical evaluation:
 - Vendor's Financial Standing
 - Vendor's Technical Capability
 - Vendor's Support Strength
 - Relevant Experience in providing similar service
- The evaluation shall be on the basis of bidder responsiveness to the required Specifications & Tender terms & Conditions. The State Life will apply following evaluation criteria and point system to evaluate the technical criteria.

Major Parameters for Technical Bid Evaluation		
S.No.	Criteria	Points
1	Registration with Tax department (NTN, Sales Tax Reg) (Mandatory) Complete document proof should be provided. YES(Qualified for Evaluation) , NO = Not consider for Evaluation	10
2	Experience of responding firm in relevant services industry Yes=Qualified for technical evaluation No=Not consider for evaluation	10
3	Nature of partnership of the bidder with manufacturer / Principal Company for related Category	10
4	No. of successfully supplies/installations OR in related Category NC=00 , 1-3 Supplies/installation=5 , 4 or above supplies and installation=10	10
5	Responsiveness in proposal presentation	10
6	Brand Rating, Compatibility & Modularity and scalability of offered solution	10
7	Value addition provided in offered solution	10
8	Availability and Strength of support Capability of the firm in the field of Data Centre OR in related Category	10
9	Suitability & Compatibility of offered solution with SLIC's existing ICT infrastructure at Islamabad Datacenter	10

10	Previous experience with SLIC's	10
Total Points:		100

Basis of Evaluation: 60% technical and 40% financial on weighted average formula as given in section 3.2 of the tender document. The firm having less than 50% technical score will technically disqualify and shall not be considered for at the time of opening financial bids.

- iii. Bidding firms have to submit client references to evaluate previous experience in relevant category through sample reference form provided at **Annexure-B**
- iv. A proposal shall be rejected at this stage if it does not respond to important aspects of the Tender. If the missing parameters/technical features are a scored technical feature, the relevant score will be set at zero.
- v. The State Life will notify the bidding firm of the rejection of their technical proposal indicating that their financial proposal if any will be returned unopened after completing the selection process.
- vi. The State Life will notify to the firm(s) that passed the minimum technical score, and indicate the date, time and address for opening the financial proposal. The notification may be sent by registered letter, courier, cable telex, facsimile, or electronic mail.
- vii. On opening the financial proposal in presence of the bidding firm(s) representatives who wish to attend, the State Life will announce the names of the firm(s), their technical scores, and the amounts of their financial proposals.

3.1 Financial Evaluation

Financial Proposals of only the technically qualified bidders would be opened and, evaluated / compared on the following basis:

- (i) The financial proposals shall first be checked for any error of computation and arithmetic errors will be corrected.
- (ii) If a bidder does not accept the correction of errors, its bid will be rejected and its bid security may be forfeited.
- (iii) Items and Services that are required but have been left out or are necessary to correct minor deviations of the proposal will be added to the total proposal price using costs **taken from the highest prices from other responsive proposals** for the same item and Services, or in the absence of such information, the cost will be estimated at prevailing list prices.
- (iv) For the purpose of evaluation / comparison of bids, total lump sum cost will be considered.
- (v) Total evaluated financial cost of each responsive bidder shall be the basis of merit ranking of the Financial Proposal of the bid.




- (vi) Bidder has to submit Financial Proposal as per Sample Template provided as **Annexure – A.**

3.2 Technical-Cum-Financial Evaluation:

The technical evaluation of each category stated in section-2 will be held separately. Only those firms will be considered in the technical evaluation that have the required capabilities to meet the criteria specified to supply all items listed in that category and also technically qualify as per criteria and the judgment based on it as per the following formula:

Providing 60% Weight, using Weighted Average Formula

$$= (100 - ((\text{Highest Point} - \text{Points Secured}) / \text{Highest Points} * 100)) * 0.6$$

The Financial proposal of only technically qualified bidders will be opened. However, the lower financial bid will have a prime upshot in the award of maintenance contract, as per following formula:

Providing 40% Weight, using Weighted Average Formula

$$= (100 - (\text{Quoted Bid} - \text{Lowest Bid}) / \text{Lowest Bid} * 100) * 0.4$$

Lowest Evaluated Bid = Weighted Average Technical Score + Weighted Average Financial Score

The evaluation of a proposal will take into account using the following factors:

- Vendor's Technical Capability
- Vendor's Support Strength
- Relevant Experience
- Delivery Timeline
- Brochures, Moll's, Supporting Documents, etc.

Also the following Evaluation Factors will be applied:

- (a) Brand Rating in the industry
- (b) Future Enhancement, up-gradation & integration Capability of the supplied items/equipment
- (c) Level of compatibility with other related equipment or systems

4. State Life's Right to Accept or Reject any or All Bids

- i. State Life reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligations to inform the affected bidder or bidders of the grounds for State Life's action as per PPRA.
- ii. State Life may at any time terminate the Contract by giving written notice to the bidder, if the bidder becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation, provided that such termination will not prejudice or affect any right of action or remedy, which has, accrued or will accrue thereafter to State Life.



- iii. If the bidder is unable to fulfill its obligations as mentioned in the work plan and withdraws from the project, State Life shall terminate the contract by issuing a written notice and shall not be responsible to pay off any liability incurred towards the bidder and forfeit the security deposit (Bid Security amount).

5. Disclaimer to the Evaluation Process

- a. State Life reserves the right to alter the evaluation and selection process at any time during the hardware procurement process without any intimation to the bidder, and the decision of the State Life will be final in awarding of contract.

6. Award Criteria

- i. State Life will award the contract to the successful bidder, whose proposal has been determined to be substantially responsive and has been determined to be the most advantageous bid after considering all factors and who meets the requisites of Schedule of Requirement (TOR/Scope of Work), provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.
- ii. State Life will notify by Email/letter by courier, the successful bidder of its intent to enter into a contract. The contract shall be executed only after all necessary management approvals have been obtained.

7. Change of Scope

At any time prior to the deadline for submission of bids, State Life may, for any reason whether at its own initiative or in response to a clarification requested by a prospective Bidder, amend the Tender. Amendments will be provided in the form of Addenda to the Tender and will be sent in writing by courier, cable, facsimile, or electronic mail to all prospective Bidders that have received the Tender Document and will be binding on them. Bidders are required to immediately acknowledge receipt of any such addenda, and it will be assumed that the amendments contained in such addenda will have been taken into account by the Bidder in its bid.

In order to afford prospective bidders reasonable time in which to take the amendment into account in preparing their bids, State Life may, at its discretion, extend the deadline for submission of bids, in which case State Life will notify all the bidders.

8. Delays in the Bidder's Performance

If at any time during performance of the Contract, the bidder encounters conditions impeding timely delivery of required equipment/services, the Bidder shall promptly notify State Life in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Firm's notice, State Life shall evaluate the situation and may at its discretion extend the Firm's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.



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9. Penalty on Late Deliveries

In case of late delivery of goods/services beyond the period specified, a penalty @ 0.05% per day of the cost of late delivered goods/service shall be imposed upon the supplier. Maximum limit of Late Delivery Charges will not exceed in total to 5% of contract value of the vendor.

10. Reference Site Visit and Display Sample

During evaluation of the Proposals, State Life may, at its sole discretion, ask a bidder to facilitate visits of bidder's existing client sites (minimum 2 sites) where the bidder's supplied items are in operation or a project similar in nature and scope has been deployed.

Short listed vendors may be called to provide sample equipment's and demonstrate its features to State Life's Management to affirm functional and technical requirements are met. This activity shall be at the bidder's own risk. The costs of demonstration and visiting the site or sites shall be borne by the Bidder.

11. Arbitration

Any disputes or differences arising out in connection with this assignment which cannot be amicably settled within 15 days between the State Life and the Bidder shall be referred to grievance redressed committee formed at State Life as per PPRA rules.

12. Force Majeure

If either party is temporarily rendered unable, wholly or in part by Force Majeure to perform its duties or accept performance by the other party under the Contract it is agreed that on such party, giving notice with full particulars in writing of such Force Majeure to the other party within 14 (fourteen) days after the occurrence of the cause relied on, then the duties, of such party as far as they are affected by such Force Majeure shall be suspended during the continuance of any inability so caused but for no longer period and such cause shall as far as possible be removed with all reasonable speed. Neither party shall be responsible for delay caused by Force Majeure. The terms "Force Majeure" as used herein shall mean Acts of God, strikes, lockouts or other industrial disturbance, act of public enemy, war, blockages, insurrections, riots, epidemics, landslides, earthquakes, fires, storms, lightning, flood, washouts, civil disturbances, explosion, Governmental Export/Import Restrictions, Government actions/restrictions due to economic and financial hardships, change of priorities and any other causes similar to the kind herein enumerated or of equivalent effect, not within the control of either party and which by the exercise of due care and diligence either party is unable to overcome. The terms of this Contract shall be extended for such period of time as may be necessary to complete the work which might have been accomplished but for such suspension. If either party is permanently prevented wholly or in part by Force Majeure for period exceeding 4 (four) months from performing or accepting performance, the party concerned shall have the right to terminate this Contract immediately giving notice with full particulars for such Force Majeure in writing to the other party,



and in such event, the other party shall be entitled to compensation for an amount to be fixed by negotiations and mutual agreement.

If a Force Majeure situation arises, the Bidder shall promptly notify State Life in writing of such conditions and the cause thereof. Unless otherwise directed by State Life in writing, the bidder shall continue to perform its obligations under the Contract as far as is reasonably practicable, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

13. Award of Contract

- (i) Subsequent to comprehensive Technical & Financial Evaluation by designated Technical Evaluation Committee and recommended/endorsed by RPC. Most Advantageous Bidder will be identified as per predetermined Technical-cum-Financial Evaluation criterion.

14. Execution Time Period of Required Services

Successful bidder has to supply the required/proposed equipment, installations, & services within (06) months from the date of issue of the work order.

15. Signing of Agreement

- i. Upon acceptance of the Bid, successful bidder shall execute agreement with the State Life Insurance Corporation of Pakistan on a non-judicial stamp paper of Rs. 100/- containing the terms and conditions in the form prescribed by the State Life with (15) days from the day of acceptance of the work order.
- ii. The agreement shall be governed and interpreted in all respects in accordance with the law of Pakistan.
- iii. In case of any dispute, CEO State Life is the final arbitrary authority to settle the matter and the vendor will be liable to accept the decision. Whereas contractor shall be implied in any action commenced and further to enforce of any decree or order.



Tender Document for:

THE SUPPLY and complete Installation of Clean Agent FIRE SUPPRESSION SYSTEM

August 2024



16. Basis of Payments

S.No.	Milestone	Payment
1	Upon signing of agreement and subject to submission of Bank Guarantee for 10% of total bid value.	10% of total Bid value
2	Upon successful delivery of hardware equipment (as per BOQ) provided in proposal	20% of Bid value of respective component
3	Upon successful installation, configuration & operationalization of each individual supplied equipment/services	20% of Bid value of respective component
4	Upon commissioning, Training along with satisfactory trial testing	45% of total Bid value
5	Remaining amount will be released on submission of 5% Bank Guarantee of total bid value as performance warranty which will be kept for entire warranty period	5% of total Bid value
6	Performance warranty will be released on seamless completion of warranty period	Bank Guarantee kept as performance warranty will be released

State Life Insurance Corporation will pay the agreed amount as per schedule mentioned above to successful bidder on submission of invoice along with a satisfactory service performance certificate obtained by designated user / administrative in-charge on completion of requisite deliverables.

17. Termination of Agreement

State Life Insurance Corporation shall have the right to terminate the agreement wholly or partially by giving a notice of 30 days to contractor upon his failure to provide satisfactory services.

9-1



Annexure – A**18. Sample Template for Financial Proposal**

S No.	Item	Unit Cost	Tax	Unit Cost inclusive Tax	Qty.	Total Cost including Tax
		E	F	E+F	N	(E+F)*N
1	FOR PROVISION OF EQUIPMENT, INSTALLATION & SERVICES AT STATE LIFE TOWER ISLAMABAD				02	
N						
					Total	G1



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Tender Document for:

THE SUPPLY and complete Installation of Clean Agent FIRE SUPPRESSION SYSTEM

August 2024



Annexure –B

19. Client Reference form

(For Relevant services carried out in the past that best illustrate qualifications)

Assignment Name		Country	
Name of Client:		Total No. of delivery Locations (List may be attached)	
Industry			
Address:			
Start Date (Month/Year)		Approx. Value of the Contract (in currency)	
Completion Date (Month/Year)			
Items Supplied/Services Provided		Quantity	
Narrative Description of Project			



Annexure - C**20. BANK GUARANTEE**

State Life Insurance Corporation of Pakistan,
 State Life Building No. 9, Dr. Zia Uddin Road, Karachi,
PAKISTAN.

Dear Sir,

Ref: Our Bank Guarantee No. _____ in the sum of
 _____ Account _____ Amount of
 Contract _____
 In consideration of you having entered into contract No.
 _____ Dated _____
 with _____ called Vendor and in consideration of value received from VENDOR,
 we hereby agree and undertake as follows:

1. To make unconditional and immediate payment to you as called upon of 10% of the total bid amount in Pak Rupees on your first written demand without further recourse, question, deferment, contestation or reference to VENDOR or any other person, in the event of default, non-performance or non-fulfillment by VENDOR of his obligations liabilities, responsibilities under the said Contract of which you shall be the sole and absolute judge.
2. To accept written intimation from you as conclusive and sufficient evidence of existence of a default or breach as aforesaid on the part of VENDOR and to make payment immediately upon receipt thereof.
3. To keep this Guarantee in full force from the date hereof until completion of project from the date of contract execution.
4. That no grant of time or other indulgence to, amendment in the terms of the contract by Agreement between the parties, or imposition of Agreement with Vendor in respect of the performance of his obligation under and in pursuance of the said Agreement with or without notice to us, shall in any manner discharge or otherwise affect this Guarantee and our liabilities and commitments there under.
5. This Guarantee shall be binding on us and our successor's interest and shall be irrevocable.
6. This Guarantee shall not be affected by any change in the constitution of the Guarantor Bank or the constitution of the Contractor.

Authorized Sign for Issuing Bank

Seal of the Bank



[Handwritten signature]



Annexure - D

21. DECLARATION on OATH

..... [the Seller/Supplier] hereby solemnly declares its intention not to obtain or induce the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoP) through any corrupt business practices.

Without limiting the generality of the foregoing,[the Seller/Supplier] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, Vendor, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

..... [the Seller/Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

..... [the Seller/Supplier] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard,[the Seller/Supplier] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [the Seller/Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GOP.





Annexure -E

22. DECLARATION

(To be filled/signed/stamped by the prospective bidder i.e Principal and by the Local Agent on their Letter Head)

The Prospective Bidder will have to certify that;

- Their Firm / Company / Local Agent with current or any other title & style has not been involved or litigating in any manner or kind of litigation with State Life
- Wrong declaration to above fact will be liable to legal proceedings including but not limited to confiscation of Bid Security / Performance Bond & Blacklisting of Firm (the Principal) and also Local Agent

Sign / Name: _____

Principal's Name / Address: _____

Designation: _____

Date: _____

Stamp _____

Sign / Name: _____

Local agents Name / Address: _____

