



# STATE LIFE

INSURANCE CORPORATION OF PAKISTAN  
JHANG ZONE

State Life Zonal Office

Near District Court,  
Civil Line, Jhang Saddar  
**Phone : 047-9200169**

Date.09-09-2024

**Divisional Head (IT)**

State Life Principal Office

KARACHI

**Sub: Advertisement of Tender Notice # HR&A/JG/03/2024.**

Dear Sir,

Kindly advertise the State Life's enclosed Tender Notice # HR&A/JG/03/2024 on our SLIC Website. Tender documents also enclosed.

Thanking You.

Yours truly,

**Dost Muhammad Nadeem**

Incharge (HR & Admin)



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**TENDER NOTICE # JG/HRA&P/03/2024.**

**HIRING OF SERVICES FOR CASH CARRYING FROM STATE LIFE COLLECTION CENTRES TO BANK.**

State Life Insurance Corporation of Pakistan, the Federal Government Owned Autonomous Corporation invites e-quotations/bid (only registered with EPADS) which is **valid till 28-02-2025** under **single stage one envelope procedure** from well recognized firms registered with Income Tax/Sales Tax Departments for the Supply/Services in following heads.

**Hiring of Services for Carrying Cash from State Life Jhang Zone Cash Counters at JHANG CITY, TOBA TEK SINGH, Gojra, KAMALIA, Garh More AND BHAKKAR to Bank.**

Tender Documents along with detailed terms & conditions/guideline can be seen/ downloaded through EPADS system i.e [www.eprocure.gov.pk](http://www.eprocure.gov.pk) and State Life website i.e [www.statelife.com.pk](http://www.statelife.com.pk) as well.

- Bids will be received only from those firms who are registered on E-PADS system, **(No bid will be entertained by hand/courier, only CDR must be received physically before the tender opening time)**
- The bids must be prepared in accordance with the instructions in the bidding document and must be submitted through EPADS latest by **26-09-2024** before 11:00 am, while it will be open on **same date at 11:30 am** on the below noted address.

For detailed services as mentioned above, you may visit State life Office, Jhang, [www.statelife.com.pk](http://www.statelife.com.pk) or [www.eprocure.gov.pk](http://www.eprocure.gov.pk), or contact to the undersigned during office hours 9.00 am to 5 pm excluding Saturday and Sunday.

**Dost Muhammad Nadeem.**

SECRETARY

Zonal Procurement Committee,  
State Life Insurance Corporation of Pakistan  
Zonal Office U B L Chowk Civil Line Jhang Saddar  
Phone # 047-9200169(0333-6723575)



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## **TENDER DOCUMENT**

### **HIRING OF SERVICES FOR CASH CARRY/CASH IN TRANSIT VAN TENDER ENQUIRY #**

#### **JG/HRA&P/03/Cash Van/2024**

State Life Insurance Corporation of Pakistan, Jhang Zone intends to invite sealed bids (through EPADS), Under **Single Stage, Single Envelope procedure** from NTN/GST Registered well-recognized Security Companies having Own Office, Phone/Fax number, Cash Carry Van Services for the following places:-

1. **State Life Zonal Office U B L Chowk Civil Lines Jhang.**
2. **Cash Counter Gojra (Tehsil Office Road Near Chughati Lab Gojra).**
3. **Cash Counter T. T. Singh (Near Railway Mall Gowdown )**
4. **Cash Counter Kamalia (Thana More Ali Town Kamalia )**
5. **Cash Counter Grah More (Layyha Road Grah More )**
6. **Cash Counter Bhakkar (Mandi Town Bhakkar )**

### **General Terms & Conditions:**

1. Bids to be submitted at EPADS system of PPRA(No Physical Bid will be accepted except CDR) Last Date for tender is 26-09-2024 up to 11:00 AM and Tender will be opened on same date at 11:30 AM in the office of In-charge (HRA&P), Zonal Office Jhang.
2. Only GST registered Security Companies (active tax payers) can participate in the tender.
3. Competent Authority reserves the right to reject any/all items or any/all bid(s) or proposals according to **PPRA Rules & Regulations.**
4. The quoted price must be irrevocable /unconditional.
5. Bid security/Earnest money must be in lump sum amount @5% of bid value and shall be deposited by the bidder/vendor in the form of CDR/Pay Order/Demand Draft favoring State Life Insurance Corporation of Pakistan (Estimated value of the procurement is Rs.20,00,000/-).
6. Bid Received after the above deadline or without Bid Security/Earnest Money and or less than required amount shall not be accepted.
7. The Successful bidder shall deposit Rs.100, 000/-in the form of CDR/Demand Draft/Pay Order as Performance Guarantee (PPRA rule 39).
8. The bid found to be the lowest evaluated shall be accepted.
9. Validity of the bid will be up to 31-12-2025 from the date of opening of bid, which may be extendable on mutual consent.
10. The Bidders are hereby informed that the State Life Insurance Corporation of Pakistan



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11. shall deduct Income Tax & Sales Tax at the rate prescribed under provincial or federal tax laws, from all Payments of successful Bidder at the time of payments and Proper documentation is required for claim of tax exemption (if any).
12. The contract shall deem to be considered as cancelled if the vendor fails to provide agreed services.
13. The rates quoted should be in Pak Rupees inclusive of all applicable taxes as per Govt rules and expenses (if any). The rates quoted will be treated as final and must be valid till ending of agreement period.
14. Agreement period shall start after placement of confirmed work order or signing of formal agreement whichever is earlier.
15. Office working days are Monday to Friday. Sometime Saturday and Sunday Cash Counters open which shall be communicated one day before.

#### **Applicant cannot apply if they:-**

1. Are not GST/Income Tax registered company.
2. Are bankrupt or in process of going bankrupt/Blacklisted.
3. Have been convicted for an offence concerning the professional conduct.
4. Have not fulfilled obligations related to payment of taxes.
5. Are guilty of serious Mis-interpretation or Mis-representation of facts in supplying information.
6. Eligibility criteria mentioned in tender documents must be observed and fulfilled.
7. Single Stage Single Envelope Procedure will be adopted.

#### **MANDATORY REQUIREMENTS**

The service provider should have:-

- Minimum fleet size of 20 specifically fabricated cash vans (Own/Leased) in Major Cities of Punjab. The cash vans must be GPS enabled monitored live with Geo- fencing mapping.
- Cash vans to have CCTV inside.
- Vans must be bullet proof and must be as per State Bank SOP's.(Chang Time By Time if any)
- One Cash Carry/Cash in transit Van (and one as a reserve to be available with service provider) with Crew members as two armed guards (Ex-Servicemen) One Executive member and One Driver for transporting cash between Bank and State Life offices.
- One Cash Carry/Cash in transit Van as and when required during banking hours and after banking hours in routine days and volt facility during holidays.
- Vendor must have comprehensive insurance coverage from an insurance company having A or AA rating by PACRA
- Vendor must have nationwide collection and distribution network Head Office, Branch office/service center) fully equipped with reliable & experienced staff and fleet of modern armored vehicles



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### **SPECIAL INSTRUCTIONS**

- State Life reserves the right to cancel a location of service any time without any impact on rates and tender.
- Approximate average daily cash in transit/to be carried is Rs. 10- 15 Million during normal business days. This average increase manifold i.e., as Rs. 25-30 million daily during quarterly and annual closing days.
- Bidder shall be bound to provide services at locations/proposed locations at approved rates without any additional cost.
  
- Bidder shall collect cash daily (working days) and during off days as per instructions of focal
- persons, the names of whom shall be communicated at the time of signing agreement.
- SOP's of cash collection from State Life, Cash Counters shall be discussed at the time of agreement with successful bidder.

SECRETARY  
Zonal Procurement Committee,  
State Life Insurance Corporation of Pakistan



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## Technical Evaluation Criteria

### Following Documents are Mandatory

All the bidders must fulfill below mentioned conditions for technical qualification:-

1. The bidder (s) will submit the company profile, containing name of firm, its status, address, telephone number (s), fax number and other required certificates/documentation proof.
2. The list of reputed Clients both from public and private sectors must be attached.
3. Bidder has NTN & GST Registration Certificate. (active tax payers)
4. Bidder has attached all the necessary documentation as required in this tender.
5. Bidder has required number of vehicles and staff as required.
6. Bidder has registered business for performance of said services.
7. Minimum 05 years' experience of cash carries services.
8. Bidder must be based in required territory.
9. Must have at least 02 satisfactory service reports regarding Cash Carry/Cash in transit Van Service from reputed/well-known private or public clients during last three years.
10. Submission of Undertaking on legal valid and attested stamp paper Rs.100/- or more that the firm is not black listed by any of Provincial or Federal Government Department, Agency, Organization or Autonomous body or Private Sector Organization anywhere in Pakistan.

NOTE: after technical evaluation, Rates shall be compared among bidders for finding the most Economical bidder and financial bids shall be opened/announced for only technically qualified bidders.

### Financial Bid

Sr.No	Location	Van Collection Charges	Vault Charges	Seal Charges
1	State Life Zonal Office U B L Chowk Civil Lines Jhang.			
2	Cash Counter Thesil Office Road Near Chughati Lab Gojra			
3	Cash Counter Near Railway Mal Goodam T T Singh			
4	Cash Counter Thana More Ali Town Kamalia			
5	Cash Counter Layyha Road Grah More			
6	Cash Counter Mandi Town Bhakkar			

The Lowest Bidder for Each Location will be considered Successful.

SECRETARY

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