



**STATE LIFE**  
INSURANCE CORPORATION OF PAKISTAN

Health & Accident Insurance,  
Regional Office,  
State Life Building No.11  
15- A, Davis Road  
Lahore -54000  
Phone: 042-99203892  
Fax No. 042-99203492

**TENDER NOTICE NO. P&GS/H&AI/LHR/11/2024**  
**Repair & Maintenance work of Official Cars and Diesel generator 100 KVA**  
**Through E-PADS, State Life H&AI Lahore.**

State life Insurance Corporation of Pakistan, invites Bids in accordance with PPRA rules, under Single Stage- Single Envelops procedure from experienced & reputed GST/Income Tax/Sales Tax Registered Firms/Dealer/Supplier (Federal/Provincial) having relevant experience for **Repair & Maintenance work of Official Cars and Diesel generator 100 KVA Through <https://eprocure.gov.pk> (E-Pads).**

S#	Description of the job.	Tender Enquiry No.	Closing date & time for Submission of Bids	Date & Time of Opening of Bids
1	<b>Repair &amp; Maintenance work of Official Cars and Diesel generator 100 KVA Through E-PADS</b>	P&GS/H&AI/ LHR/11/2024	<b>Oct 03, 2024 Until 10:00 a.m on Thursday.</b>	<b>Oct 03, 2024 Until 10:30 a.m on Thursday.</b>

All details are available in Tender documents which can be downloaded from **PPRA E-PADS (E-Pak Acquisition and Disposal System)**. Bids will be opened on the same day at **10.30 am** in the presence of bidders or their representatives, who wish to be present at the Tender Opening meeting. No tender will be entertained without bid security/earnest Money/CDR of **Rs. 40,000/-**. Original Bid Security in form of bank draft/Pay order/CDR of Rs 40,000/- in favor of “**State Life Insurance Corporation of Pakistan**” must be submitted to undersigned before the opening of Bids. State Life Insurance Corporation reserves the right to reject all bids or proposals at any time prior to the acceptance of bids or proposals in accordance with PPRA Rule No.33.

**Incharge HR & Admin**  
Health & Accident Insurance (H&AI),  
State Life Building, 15-A Davis Road, Lahore.  
**Ph. 042-99203486**



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**TENDER DOCUMENTS**  
**P&GS/H&AI/LHR/11/2024**

**Repair & Maintenance work of Official Cars and Diesel generator 100 KVA**  
**Through E-PADS, State Life H&AI Lahore.**

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 Repair & Maintenance work of Official Cars and Diesel generator 100 KVA Through E-PADS, State Life Lahore

The bids should be submitted through **EPADS** on date as per mentioned on EPADS and PPRA website at **10:00 AM, dated October 03, 2024** and bids will be opened on the same day at **10:30 AM** in the presence of the bidders or their representatives.

**Details of Repair and Maintenance work with Specifications**

<b>SECTION A: Perkins Diesel Generator Set 100 KVA</b>				
<b>(Rates of all items must be inclusive of Supply &amp; Installation /Labor Charges)</b>				
<b>Sr.</b>	<b>Items with Specification</b>	<b>Maximum Qty.</b>	<b>Unit Rate Inclusive of all Taxes</b>	<b>Total Amount Including Tax</b>
1.	Engine Oil imported 15W-40 8 Liters with supply and services	<b>05</b>		
2.	Perkins Air Filter with supply and Installation	<b>05</b>		
3.	Perkins Oil Filter with supply and Installation	<b>05</b>		
4.	Perkins Fuel Filter with supply and Installation	<b>05</b>		
5.	Coolant water with supply and Installation	<b>05</b>		
6.	Radiator Service/ D Scale services	<b>05</b>		
7.	Branded Liquid Battery 120 Ampere	<b>01</b>		
8.	Monthly inspection charges	<b>01</b>		
9.	ATS Panel Connector	<b>01</b>		
	<b>Total amount of Section A</b>			
	<b>Inclusive of all kind of taxes</b>			



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SECTION B: Mehran Model 2016 (Rates of all items must be inclusive of Supply & Installation/Labor Charges)									
Sr.	Items with Specification	Max Qty.	Unit Rate Inclusive of all Taxes	Total Rate Inclusive of all Taxes	Sr.	Items with Specification	Max Qty.	Unit Rate Inclusive of all Taxes	Total Rate Inclusive of all Taxes
1.	Engine Oil 20-50 imported with labor 3 Liter	05			16	Clutch Cable	1		
2.	Engine Oil Filter	05			17	Side Mirrors	2		
3.	Air Filter	05			18	Mudguards	4		
	Fuel Filter	05			19	Shock Absorbers front	2		
4.	Radiator and Coolant Hoses (pipes)	05			20	Shock Absorbers rear	2		
5.	Spark Plugs	06			21	Ball Joints	2		
6.	Timing Belt	01			22	Steering Rack and Pinion	1		
7	Water Pump	1			23	Wheel Bearings	10		
8	Piston Rings	3			24	Brake Pads	4		
9	Engine Gaskets	2			25	Brake Shoes	4		
10	Battery 50 Amp Liquid	1			26	Brake Discs	4		
11	Headlights	2			27	Brake Drums	4		
12	Tail Lights	2			28	Exhaust Pipe	2		
13	Indicators	4			29	Radiator service	2		
14	Clutch Plate	1			30	Radiator Fan	1		
15	Pressure Plate	1			31	Wiper Blades	2		
					32	Wiper Motor repair	1		
<b>Total amount of Section B Inclusive of all kind of taxes</b>									



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<b>SECTION C: Toyota Corolla Model 2016 (02 cars)</b>									
<b>(Rates of all items must be inclusive of Supply &amp; Installation/Labor Charges)</b>									
Sr.	Items with Specification	Max Qty.	Unit Rate Inclusive of all Taxes	Total Rate Inclusive of all Taxes	Sr.	Items with Specification	Max Qty.	Unit Rate Inclusive of all Taxes	Total Rate Inclusive of all Taxes
1.	Engine Oil 20-50 3.75 Liter imported with labor	08			17	Radiator Cleaning	1		
2.	Engine Oil Filter	08			18	Radiator fan	1		
3.	Air Filter	08			19	Water pump	1		
4.	AC Filter	08			20	Battery 55 amp Dry	1		
5.	Spark plugs	08			21	Fuses	4		
6.	Timing belt/chain	01			22	Relays	4		
7.	Water pump	01			23	Wiper blades	4		
8.	Piston rings	12			24	Exhaust pipe	1		
9	Engine gaskets	1			25	Door seals	4		
10	Valve cover gasket	2			26	Transmission mount	1		
11	Clutch plate	1			27	Brake pads	2		
12	Pressure plate	1			28	Brake rotors (discs)	2		
13	Clutch release bearing	1			29	Brake fluid	2		
14	Transmission fluid box	2			30	Shock absorbers rear	4		
15	Gearbox (manual repair)	1			31	Shock absorbers front	4		
16	CV Joints	1			32	Wheel bearings	12		
					33	Fuel filter	4		
<b>Total Amount of Section C Inclusive of all kind of taxes</b>									



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<b>SECTION D: Honda City Model 2024 (01 car)</b>									
<b>(Rates of all items must be inclusive of Supply &amp; Installation/Labor Charges)</b>									
Sr.	Items with Specification	Max Qty.	Unit Rate Inclusive of all Taxes	Total Rate Inclusive of all Taxes	Sr.	Items with Specification	Max Qty.	Unit Rate Inclusive of all Taxes	Total Rate Inclusive of all Taxes
1.	Engine Oil 20-50 4 Liter imported with labor	10			8.	Radiator service with labor	1		
2.	Engine Oil Filter	10			9.	Tyre 175/65 R15 imported manufactured in 2024-25	04		
3.	Air Filter	10			10	Engine mounts	1		
4.	AC Filter	10			11	Brake pads	1 set		
5.	Spark plugs	04			12	Brake fluid	1 L		
6.	Timing belt/chain	01			13	Wheel bearings	12		
7.	Water pump	1			14	Battery 55 amp Dry	1		
<b>Total Amount of Section D Inclusive of all kind of taxes</b>									

**Reminder:**

- It is compulsory for the vendor to visit the site in order to get the exact estimate of mentioned item/ Repair Maintenance Work.
- It is mandatory for vendors to provide rates of all items/Repair work in each concerned section for considered Technically Eligible.
- All Taxes of Supply and Services will be applicable as per Tax Rules.
- As and when required, car/generator maintenance work shall be carried out.
- All tasks within the specified section will be handled exclusively by a single vendor.
- Rates of all above mentioned items shall be applicable for minimum 01 year after award of Work Order/ Contract which may be extended with mutual consent.



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## Terms & Conditions

1. Proposals shall accompany a Pay Order/Bank Draft/CDR of not less than **Rs. 40,000** in favor of "State Life Insurance Corporation of Pakistan" as earnest money which may be released after Final Evaluation.
2. Successful Firm/Company must submit **2% of Quoted Bid 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 **Rs. 40,000**.
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 rates shall be lowest quoted **in all Sections (A, B, C, D) separately and evaluated with Lowest rate and Quality Based for each section.**
7. All Submitted bids must be duly signed and stamped before uploading.
8. The selected firms will carry out repair work within a day 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 30 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 shall be 120 days from the date of opening of financial bids. This period can be extended by SLIC with the consent of bidders.
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. Most advantageous/Successful Bidder shall submit Bids also in hard copy to Incharge HR & Admin.
14. Vendor must have Company office or site Office situated in Lahore.
15. Vendor must be authorized dealer either of Suzuki, Honda or Toyota or **a contractor of authorized dealer** (Copy of dealership/Contract must be submitted with the bid).
16. **Warranty of the supplied items must be valid for minimum One year or above. The supplier will be responsible to assemble/ install /deliver/Ready to use items in all aspect 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.**
17. The bids shall be uploaded on **E-PADS** only.
18. 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)



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### A: - Mandatory requirements

- Verifiable documentary proof for all below requirements are mandatory and vendor/supplier will be disqualified if not comply with all below points.

#### Eligibility/Evaluation Criteria

1. Sales Tax Registration/ PRA Registration (Copy of Certificate).
2. Income Tax Registration (Copy of Certificate).
3. Experience certificate of Similar Work (at least 01 Copy of Certificates).
4. Affidavit/Undertaking that the firm has never been blacklisted by any organization/Government on Judicial Stamp Paper.
5. Proof of Active Tax Payer List.
6. Original Bid Security in form of bank draft/Pay order/CDR of **Rs 40,000/-** in favor of “**State Life Insurance Corporation of Pakistan**” must be submitted to Incharge P&GS H&AI, State Life Insurance 15-A Davis Road, Lahore before the opening of Bid.
7. Maker’s name and model of Item must be clearly mentioned in quoted bid
8. Successful Firm/Company must submit **2% of Quoted Bid Value** as Performance Guarantee Which shall be returned after expiry of warranty period i.e. 01 Year.
9. Rates shall be applicable for at least 01 year from the date of work order/ Award of contract which may be extended further with mutual consent.
10. It is mandatory for vendors to provide rates of all items/Repair work in concerned sections for considered Technically Eligible.

**(The bidders who have not complied with all Above-Mentioned Eligibility / Qualification points shall be Disqualified)**