



STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

اسٹیٹ لائف

انشورنس کارپوریشن آف پاکستان



Tender Notice No.HR &Admin/G&P/LHR/04/2024

Date: October 16, 2024

Purchase of Furniture & Fixture for Group & Pension Lahore Zone.

State Life Insurance Corporation of Pakistan (SLIC) invites sealed financial bids through (EPADS) in accordance with PPRA Rules, under “Single Stage-single envelope procedure” from well recognized firms dealing in subject mentioned items for Group & Pension Lahore Zone. Intended bidders must be registered with Income Tax/Sales Tax Departments and having their own office and telephone/Fax no (if found contrary Tender will be rejected)

Title of Work	Tender Closing Date & Time	Tender Opening Date and Time
Purchase of Furniture & Fixture items (Specifications, Details, QTY and Terms & Conditions as per Tender Documents & as per sample pictures)	05-11-2024 At 10:00 a.m.	05-11-2024 At 10:30 a.m.

- Tender Notice along with Tender Documents can be seen/downloaded from PPRA website i.e. www.ppra.org.pk also tender notice along with tender documents has been uploaded on EPADS system and State Life website i.e. www.statelife.com.pk as well.
- Bids will be received only from those firms who are registered with PPRA for e-procurement on E- PADS system for tendering in SLIC through their e-mail addresses which were provided by them to PPRA at the time of their registration.
- Filled tenders must be submitted through their e-mail address latest by 05-11-2024 before 10:00 am. Bids will be opened on the same day at 10:30 am
- No tender will be entertained without bid **security/earnest Money/CDR of Rs. 50,000/- for Purchase of Furniture & Fixture items for office use.** Original Bid Security in form of bank draft/Pay order/CDR in favor of “**State Life Insurance Corporation of Pakistan**” must be submitted to undersigned before the opening of Bids.
- State Life Insurance Corporation of Pakistan reserves right to accept/ reject all bids in accordance with PPRA Rules.

Incharge HR & Admin (Group & Pension)




Lahore Zone. Ph. No.042-99200303

HR &ADMIN DEPARTMENT, GROUP AND PENSIONS LAHORE ZONE, 15-A SIR AGHA KHAN ROAD LAHORE. PHONE: 99200303 FAX: 99200302



1. Detail Specification & Quantities / Schedule:


Detailed specifications and estimated quantity for required equipment is as under:-

SR NO	DESCRIPTION	DETAIL	QTY	Picture
1	VISITING CHAIRS (As per sample picture)	Sleek and Stylish integral skin with PP arms • Fixed position angle control system. • High quality fabricated mesh back, anatomically designed for posture care. • MS Powder Coated U structure. • Unique curved shape for Lumber support • Poly Propylene armrests with standard specifications. • High quality imported PU foam on seat. (As per Picture)	46	
2	REVOLVING CHAIRS (As per sample picture)	High Back & Revolving Chair Wooden Structure Rexene black & cushion Height adjustable gas lift Class III fitted with 5-castors Imported Iron Base Imported Wooden arm with comfortable Minimum one year warranty (As per Picture)	20	
3	OFFICE TABLE (As per sample picture)	Table Size L 6' x D 3' H 30" Side Rack L 6' x D 18" • MDF Supper Gloss Laminate • with 3-Central Lockable Drawer Complete respect as per design... • Easy to Dismantle. • PVC 2mm edges by compressing on edge bending machine. • Imported Knock - Down fitting. • Thickness of Sheet is 1.5 inches. • Side Rack having Three Swing Doors Cabinet & One Drawer Unit. • One year warranty and Life time after sales Services. • Consistency of availability of items over years. • Colors can be customized in available UV Sheet. (As per Picture)	13	



4	SINGLE SOFA CHAIR (As per sample picture)	Plush grey boucle fabric renowned for its velvety soft texture and a luxurious feel. Contrasting black leatherette shell with vertical stitching and metallic buckles at the back. Comfortable support with ergonomic structure and plush cushioning. Robust construction on metal legs for stability. Versatile and stylish, suitable for various living or workspace setups. (As per Picture)	08	
5	SOFA SET (3+1+1) (As per sample picture)	Molty Excel Foam of Highest density seat and Backrest having uniqueness are Core Density – 34 (Kg/ M3), ball rebound resilience 32%, Tensile Strength 14.5%, Elongation. 125% & Compression 3.4%. • Structure made of spruce Wood. • Metal frame coated with powder coat finish i.e. 78-85 micron film thickness • Using Japans Quality Leatherette. • Ergonomic and eminently aesthetic. • Flexibility in choice of upholstery fabric & leatherette (As provided). One year warranty and availability of parts. (As per Picture)	03	
6	OFFICE CENTRE TABLE (As per sample picture)	Total Size: 47 W 16 D 18 H (Inches) Having size of 41 W*23 D *19 H (inches) Base Imported Legs wood Veneer Polish Finish Teak Black High Gloss (As per Picture)	03	



7	SIDE RACK (As per sample picture)	Side Rack Total Size: 47 W 16 D 30 H Top Materials: Classic Ash MDF Base: Base Finish polish Valnet High Gloss Polish. Handles: Metallic (Silver & Black) Cable Management: Wire-Cup. Drawers with lock and key	02	
8	STEEL RACK	Size: (96"*48"*16") with 08 Shelves. Fixed Side & Back Closed with MS Sheet 22 gauge, Each Shelves having central partition, Heavy gauge Frame of Angle iron 1 1/2" *1 1/2" * 1 1/2"" sooter,Painting Grey Spray. Shelves made of MS sheet 20 gauge, With molded front side and properly welded with both side and back.08 Shelves,16 Khanas (13" Khana Size for sack File) Sample is available on Office Visit	3	
9	FILE CABINET WOODEN (As per sample picture)	File cabinets are 32" – 36" wide : · large capacity - stores up to 50 file binders · 4-Drawer point bolted lock (2 keys included) ·	4	




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10	FILE ALMIRAH WOODEN (As per sample picture)	Two doors 6 shelf's with lock and key Sheesham Wood Wardrobe Size: 6' x 3' x 16"	1	
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11	CAREM BOARD (As per sample picture)	74 × 74 cm (29 × 29 inch) square playing surface with 5–10 cm (2–4 in) borders.	01	
12	TABLE TENNIS (As per sample picture)	2.74m long and 1.525m wide and is horizontal 76cm above the floor.	01	

Note: Items required as per sample pictures and specifications as mentioned above.

Tender enquiry No.	HR&Admin/G&P/LHR/03/2024
Closing date & time for submission of bids	05-11-2024 up to 10:00 a.m.
Date & time of opening of financial bids	05-11-2024 at 10:30 a.m.
Earnest Money	CDR amount Rs. 50,000/-

Delivery and after sales service of Consignment:

Delivery and after sales service of items at State Life Insurance Corporation of Pakistan's Group & Pension Lahore Zone, situated at 15-A, Davis Road (Lower ground Floor) Lahore.

HR & ADMIN DEPARTMENT, GROUP AND PENSIONS LAHORE ZONE, 15-A SIR AGHA KHAN ROAD LAHORE. PHONE: 99200303 FAX: 99200302

Date: October 16, 2024

TERMS AND CONDITIONS

1. Bidders should provide the name of firm, complete postal address, Telephone No, Fax No, Email address and web address (if any).
 - a) Bidders are required to upload their bids on EPADS systems as per laid down PPRA procedure for single stage single-envelope method and clearly marked as **“Purchase of Furniture & Fixture items for G&P Lahore Zone”**. However, bid security in shape of pay order must be submitted at the address given in tender notice before closing time else tender will be rejected.
 - b) The bids will be opened and downloaded from EPADS on the opening date and time as given in tender notice and will be announced on EPADS system accordingly.
2. The Most Advantageous Bid would be accepted for whole items basis and one vendor would be selected for lum-sum basis of this section (i.e. Furniture & Fixture).
3. Bid Security will be returned to un-successful bidders after completion of formal procedure and to successful bidders after issuance of purchase order/ signing of contract. However, successful bidders will be required to submit performance guarantee of 5% in shape of bank guarantee (valid for entire warranty period) in favor of SLIC at the time of issuance of purchase order/ signing of contact and will be released after expiry of warranty period.
4. No bid will be accepted without bid security.
5. All the bids must include all government taxes.
6. Most Advantageous bidder will be required to deliver items within (20) days after issuance of Purchase Order.
7. The bids submitted shall hold good for a minimum period of 60 days from the date of bid opening.
8. The quantity of items may vary at the time of issuing purchase order.
9. Supply items shall be according to tender specification and sample pictures attached in the tender documents. Any defective delivery / Material will be replaced by supplier at his own risk & cost.



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10. Successful bidder will have to provide samples of each item as mentioned in this tender documents, at his own cost which will be examined by Zonal Procurement Committee, Supply / Work Order shall be issued upon grant of Final approval of sample by Zonal Procurement Committee Members.
11. Warranty of the items will start from the date of delivery.
12. If the successful bidder fails to supply the items as per purchase order, the bid security will be forfeited.
13. Competent Authority reserves the right to reject all bids or proposal any time prior to the acceptance of a bid or proposal in the light of PPRA rules.
14. All the information provided by the bidder must be verifiable.
15. Bid Security of the successful bidder will be forfeited if the items are not delivered within due time or extended delivery time. In case of a genuine reason regarding delay in delivery the successful bidder shall inform immediately and the delivery time may be extended at the discretion of state Life.
16. If the 1st lowest evaluated/ Most Advantageous bidder fails to supply the items and bid money is confiscated by the State Life then the old Purchase order will be cancelled and new Purchase Order will be issued to the 2nd lowest Evaluated Bidder/ Most Advantageous bidder with approval of the Competent Authority.

(Sher Muhammad)

Incharge HRA&P

State Life Building, 15-A, Davis Road

Group & Pension Lahore Zone.

Ph.042-99200303

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انشورنس کارپوریشن آف پاکستان

Date: _____

Price Schedule/ Financial Cost Sheet:-

(For the procurement of Furniture & Fixture items F.Y-2024)

PURCHASE OF FURNITURE & FIXTURE (As per specifications mentioned in the tender documents and sample pictures)						
One Vendor would be selected on Lump Sum Basis of this Section						
S.No.	Item Description	Qty	Unit Price (Excluding GST but including Income Tax)	Amount of GST/% of GST	Unit Price Including All Taxes	Total Cost (No.of Units x Unit Price including all taxes)
1	Visiting Chairs (as per sample & specifications)	46				
2	Revolving Chairs (as per sample & specifications)	20				
3	Office Table (as per sample & specifications)	13				
4	Single Sofa Chair (as per sample & specifications)	8				
5	Sofa Set (as per sample & specifications)	3				
6	Office Centre Table (as per sample & specifications)	3				
7	Side Rack (as per sample & specifications)	2				
8	Steel Rack	3				
9	File Cabinet Wooden (as per sample & specifications)	4				
10	File Almira Wooden (as per sample & specifications)	1				
11	Care Board (as per sample & specifications)	1				
12	Table Tennis (as per sample & specifications)	1				
Total Bid Price						

Total Bid Price (in words)

Rs. _____

(Filled financial proposal to be submitted on your company letter head)

Name of supplier: _____

(Sign & stamp by vendor)

HR & ADMIN DEPARTMENT, GROUP AND PENSIONS LAHORE ZONE, 15-A SIR
AGHA KHAN ROAD LAHORE. PHONE: 99200303 FAX: 99200302