



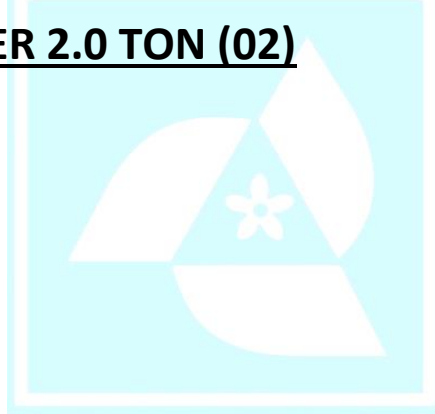
**STATE LIFE**  
INSURANCE CORPORATION OF PAKISTAN  
SARGODHA ZONE

# **TENDER DOCUMENT**

**TENDER NO.SGD/03/2025**

## **TITLE**

- (1) SUPPLY AND INSTALLATION OF SPLIT INVERTOR AIR CONDITIONERS 1.5 TON (03)**
- (2) SUPPLY AND INSTALLATION OF FLOOR STANDING INVERTOR AIR CONDITIONER 2.0 TON (02)**



## **Address:**

**Secretary Procurement  
Zonal Procurement Committee  
State Life, Zonal Office  
Queen's Road, Sargodha  
Office Phone No.048-9330179  
Email:pgssgdzn@statelife.com.pk**



**STATE LIFE**  
**INSURANCE CORPORATION OF PAKISTAN**  
**SARGODHA ZONE**

**TENDER ADVERTISEMENT**

**TENDER NOTICE # SGD / 03 / 2025**

**(AIR CONDITIONERS)**

State Life Insurance Corporation of Pakistan, Sargodha Zone invites reputable registered firms / suppliers / wholesalers registered with Income Tax Department and also registered on EPADS to submit their sealed Technical and Financial quotations as per PPRA rules under "Single Stage Two Envelope" procedure for the supply of following items. The detail of tender is as under:

Detail of Items	No. Of Items	Bid Security	Tender Closing Date and Time for Submission of Bids	Technical Bids opening Date & Time
1. Supply and installation of Split Inverter AC 1.5 Ton	03	Rs.55,000	12-05-2025	12-05-2025
2. Supply and installation of Floor Standing Inverter AC 2.0 Ton	02		11:00 AM	11:30 AM

**TERMS & CONDITIONS**

- Bid document is available on EPADS free of cost.
- Bids security is Rs.55,000/- in shape of Bank Draft or Pay Order or CDR only in favour of State Life Insurance Corporation of Pakistan. The original bids security Demand Draft must be reached before closing time.
- Tenders Documents can be downloaded from EPADS without cost.
- No quotation will be entertained without earnest money in shape of Pay Order, Demand Draft issued in favor of State Life Insurance Corporation of Pakistan.
- The suppliers upload their Technical and Financial Bids on EPADS, no hard copy of bid will be accepted. Quotations must be uploaded on EPADS up to **11:00 a.m. on 12<sup>th</sup> May, 2025.**
- The bids will be opened on **12<sup>th</sup> May, 2025 at 11:30 a.m.** in the presence of Bidders or their authorized representatives, who wish to join the meeting.
- The bid validity should be upto **180** days.
- All terms and conditions are available on Tender Documents on EPADS.

[SECRETARY]  
Zonal Procurement Committee  
State Life Insurance Corporation of Pakistan  
1<sup>st</sup> Floor, Zonal Office, Queen's Road, Sargodha  
Ph: 048-9330179



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## **INVITATION TO BIDS**

State Life Insurance Corporation of Pakistan, Sargodha Zone invites Sealed Bids through EPADS, in accordance with PPRA Rules-2004, under “Single Stage- Two Envelope Procedure” from reputable manufacturers, distributors, suppliers, wholesalers, retailers, registered with Income Tax/ Sales Tax Department, having own offices and phone/ fax numbers (if found contrary Tender will be rejected) for the Supply of (No.1) Split Invertor AC 1.5 Ton (No.2) Floor Standing Invertor AC 2.0 Ton at First & Second Floor State Life, Zonal Office, Queen’s Road, Sargodha.

## **2. TERMS AND CONDITIONS**

- 2.1 The bidders shall furnish as part of this Tender, Bid Security Rs.60,000 in the form of Bank Draft or Pay Order or CDR only in favour of State Life Insurance Corporation of Pakistan, Sargodha Zone. The original bid security must be reached before opening time.
- 2.2 The Competent Authority may reject all bids / proposals at any time prior to the acceptance of a bid or proposal. The competent authority shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.
- 2.3 The offer received incomplete or not in accordance with the conditions / specifications will not be entertained.
- 2.4 The estimated numbers of purchasing items mentioned in tender may vary at the time of purchase order.
- 2.5 Bid offered is likely to be ignored if:-
  - i- The tender is unsigned (All pages should be signed).
  - ii- Offer is ambiguous or conditional.
  - iii- Bid validity is not mentioned on the quotation.
  - iv- Bidder is blacklisted by PPRA or defaulter in any previous order or contract with any Government / Semi Govt. Organization.
  - v- The bid is not accompanied by full amount of Bid Security.
  - vi- Bid is not received by due date and time specified
  - vii- Cost of bidding documents is not remitted.
  - viii- The bidder has not furnished the requisite documents.
- 2.6
  - i- Affidavit that the company / supplier is not black listed with PPRA or any other Govt. / Semi organization. .
  - ii- List of Corporate Clients with their contact information (Top Ten).
  - iii- The pictures, brochures and technical specifications of offering brand of Air Conditioners.
  - iv- Manufacturer Warranty for Air Conditioners.
  - V- A clear written commitment to the effect that if any component of item supplied is damaged during transportation or installation it shall be replaced with the same without charges.
- 2.7 The quoted price must be firm, final, inclusive of all taxes, transportation charges etc, and in Pak Rupees otherwise it will not be entertained.



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- 2.8 State Life is not bound to accept the lowest offer not fulfilling the requisite criteria.
- 2.9 Price will remain valid for 180 days from the date of opening of bid.
- 2.10 Earnest money will be returned to unsuccessful bidders after acceptance /approval of lowest quoted rates (as per approved item) and to successful bidder after delivery of all items.
- 2.11 The successful bidder shall be liable for liquidated damages @ 2% Per Month, if he fails to supply the items within specified period.
- 2.12 Only EPADS uploaded quotations will be accepted. No bid in hard copy shape will be accepted.

### **3. SCHEDULE OF SUPPLY AND INSTALLATION OF PROCURING ITEMS**

- a. The delivery of Air Conditioners shall be required to be completed within 2 weeks from the date of issuance of purchase / work order.

### **4. EXTENTION OF DELIVERY PERIOD**

In special circumstances, request for extension of delivery period may be considered by the Competent Authority on the written request of the firm before the target date of supply, who will be authorized to either accept or reject the request of bidder without assigning any reason.

### **5. ACCEPTANCE OF BIDS AND AWARD OF PROCUREMENT CONTRACTS**

The bidder with the lowest evaluated bid, if not in conflict with any other law, rules, regulations or policy of the Federal Government, shall be awarded the procurement contract, within the original or extended period of bid validity.

**STATE LIFE****INSURANCE CORPORATION OF PAKISTAN****SARGODHA ZONE****6. SPECIFICATION OF ITEMS****TENDER SPECIFICATIONS**

Sr.	Item	Description	Quantity
1	<b>AIR.CONDITIONER 1.5 TON with installation</b>	Type Invertor (Heat & Cool) BTU 1800 BTU or above Compressor T3 Comate class Indoor built in ant fungus pre filter Indoor shall be above 15m wind blast fan Warranty One year parts + Five years compressor warranty. Standard Refrigerator pipe (As per layout)	<b>03</b>
2	<b>FLOOR STANDING AIRCONDITIONER 02 TON with installation</b>	Floor Standing AC(2 Ton) (Inverter) Self Cleaning Yes Condenser Fin Coating Gold Fin Evaporator Fin Coating Gold Gold Fin Yes Function Type Reversible Sleep Mode Yes Special Filters Easily Removable Filter Functions Auto-Restart Yes Timer 24 Hour Design & Outlook Indoor Unit Color White Type (AC) Saloon General Details	<b>02</b>



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		Compressor T3	
		Energy Efficiency	
		Minimum Energy Mode (Inverter) Yes	
		Indoor Unit Fan Motor DC	
		Outdoor Unit Fan Motor DC	
		Ambient Working Temperature Range(°C) Cooling - Outdoor	
		18°C / 43°C	
		Ambient Working Temperature Range(°C) Heating - Outdoor	
		5°C / 43°C	
3	Copper Piping with wires and duct patti fitting for 2 Ton Floor Standing	Copper Pipes with wires and duct Patti fitting Per Feet Rate	2
4	Copper Piping with wires and duct patti fitting for 1.5 Ton Split Air Conditioner	Copper Pipes with wires and duct Patti fitting Per Feet Rate	3
5	Iron Stand for outer of 2.0 Ton AC	Iron Stand for outer of 2.0 Ton AC	2
6	Iron Stand for outer of 1.5 Ton AC	Iron Stand for outer of 1.5 Ton AC	3



## **TERMS AND CONDITIONS**

1. Bidder should visit the site State Life Zonal Office, Queen's Road, Sargodha where Air Conditioners to be installed before submission of bid.
2. The payments of the extra pipes should be made as per actual measurements to be installed with the Air Conditioners. Hence running feet price of copper pipe + Wire+duct patti etc must be shown in the bid, otherwise it is assumed that its price is included in the unit.
3. Bidders should provide the name of firm, complete postal address, Telephone No, Fax No, Email address and web address (if any).
4. Bidders are required to upload their bids on EPADS system as per laid down PRRA procedure single state two-envelope method i.e. separate "Technical Proposal" and "Financial Proposal" respectively and clearly marked as **"Purchase of Air Conditioners"**. 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.
5. Initially only Technical Proposals will be opened and downloaded from EPADS on the opening date and time as given in tender notice. Time and date for opening of financial proposals of technically qualified bidders will be announced after finalization of Technical Evaluation and will be announced on EPAD System accordingly.
6. There will be a two-stage evaluation of bids. Technical evaluation will be held first. Financial bid of only technically qualified bidders would be considered for further processing  
**(Technical evaluation of bid/point scoring criteria is available with bidding documents).**
7. The Most Advantageous Bid would be accepted
  - i) Experience of bidders in sales / marketing of relevant equipment.
  - ii) Financial Capabilities.
  - iii) Number of existing clients provided with similar equipment.
  - iv) List of professionals on permanent strength- for installation and after sales services**(Technical evaluation of bids / point scoring criteria is available with bidding document).**
8. Bid Security will be returned to un-successful bidders after completion of formal procedure and to successful bidder after issuance of purchase order/ signing of contract and submission of performance warranty. However, successful bidder will be required to



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## 7. TECHNICAL CRITERIA

### TECHNICAL EVALUATION OF BIDS / POINT SCORING CRITERIA

#### Max. Points

- |  |          |  |    |
|--|----------|--|----|
| 1. Company Profile   |          |  |    |
| i. The company established within 1 to 2 years (Proprietorship)  | 10 Marks |  |    |
| ii. The company established more than 2 years  | 20 Marks |  | 20 |
| 2. Experience in Similar Work executed   |          |  |    |
| i. Contracts completed less than 01 Million for each contract  | 10 Marks |  |    |
| ii. Contracts completed greater than 01 Million and less than 02 million   | 15 Marks |  |    |
| iii. Contracts completed more than 02 million  | 20 Marks |  | 20 |
| 3. Financial Status (verified by Bank Statement, Annual Tax Return)  |          |  |    |
| i. Between 1 – 5 Million   | 10 Marks |  |    |
| ii. 5 – 10 Million   | 15 Marks |  |    |
| iii. Above 10 Million  | 20 Marks |  | 20 |
| 4. Number of Existing Clients provided with similar Equipment having value 0.5 million (05 points for each Corporate / Multinational / Govt./ Semi- Govt. Client)            |          |  | 20 |
| 5. List of Professionals - for installation and after Sales services (05 points for each qualified personnel) qualified mean having engineering or diploma in relevant field |          |  | 20 |

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Total Points: 100

Note:

Minimum 50 % score is required to Technically Qualify in each category and 60% on over-all basis.

**STATE LIFE****INSURANCE CORPORATION OF PAKISTAN****SARGODHA ZONE**

Date\_\_\_\_\_

**FINANCIAL PROPOSAL**

(For Procurement of Air Conditioners – 2025)

<b>(SUPPLY OF AIR CONDITIONERS)</b>						
One vendor would be selected on Lump Sum Basis on Least Cost and Quality Base)						
Sr. #	Description	Qty	Unit Price without GST	Amount of GST 18%	Unit Price with GST	Total Cost (No. of Units x Unit price including all taxes)
1	Supply and Installation of 2.0 Ton Floor Standing Air Conditioner	02				
2	Supply and Installation of 1.5 Ton Split Air Conditioner	03				
3	Copper Piping and wire duct patti 2.0 Ton	Per Feet Rate				
4	Copper Piping and wire duct patti 1.5 Ton	Per Feet Rate				
5	Iron Stand for 2.0 Ton Air Conditioner (if required)	Actu al used				
6	Iron Stand for 1.5 Ton Air Conditioner (if required)	Actu al used				

(Fill Financial Proposal to be submitted on your Company's letter head)

Name of Supplier: \_\_\_\_\_

Signature with Date\_\_\_\_\_