



DEPOSIT THIS CHEQUE WITH UBL DIGITAL APP  
Check the back to learn how

UNITED BANK LTD.

VEHARI  
VEHARI VEHARI



CD-100  
2

Cheque No.06125590

Date

06082025

Pay Authority or bearer

Rupees Fifteen Thousand only

PKR 15000/-

IBAN: PK33 UNIL 0109 0002 3068 7826  
STATE LIFE ADMIN PAYMENT ACCOUNT

Please do not write below this line.

Rs=15000/-

[Signature]  
Signature

061255900860360101090002306878260001

HBL

ISLAMIC BANKING

اسلامی بینکاری

Deposit Slip

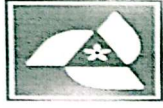
Customer Copy

Branch:	Tehsil Bazar Vehari	Date:	06082025
Account Title	Public Procurement Regulatory Authority		
IBAN:	PK H A B B 0 0 0 4 5 4 0 0 1 3 1 0 0 7 0 1		
Currency:	<input checked="" type="checkbox"/> PKR <input type="checkbox"/> USD <input type="checkbox"/> EURO <input type="checkbox"/> GBP <input type="checkbox"/> JPY <input type="checkbox"/> Others	Account Type:	<input checked="" type="checkbox"/> Current <input type="checkbox"/> Savings
Credit Card No.			
<input type="checkbox"/> CASH نقد			
BANK / BRANCH	UBL Main Branch 0360 Vehari	CHEQUE/INSTRUMENT NO.	06125590
		TOTAL AMOUNT	15000/-
Total Amount in Words:	Fifteen Thousand &		

Depositor's Name	Fahad Hussain	Other Bank Cheque Deposit	
Contact No.	0325-7737581	Branch:	5084-ISLAMIC BANKING TEHS
Depositor's CNIC No.	61101-7433818-9	From Account:	XXXXXXX
	(For non-HBL/Walk-in Customers. Also attach CNIC Copy)	Account Name	PK17HAB0004540013100701
Depositor's Account No.		Amount	*****15,000.00 PKR
	(For HBL Customers / Account Holders)	Charges	*****464.00 Data' 2025-08-06
		Teller	PJ22
		Time	15:18:24:945000
Received By:	27936202	Depositor's Signature	

(As per Terms & Conditions on reverse) (Not official unless validated)





**STATE LIFE**  
INSURANCE CORPORATION OF PAKISTAN

VEHARI ZONE

DATED: 06.08.2025

## **INVITATION FOR BIDS**

**TENDER NOTICE NO.HR&ADMIN/005/2025/VZ August 06, 2025**

### **For Hiring of Office Space on Rental Basis**

State life Insurance Corporation of Pakistan, Vehari Zone intends to acquire a Building in commercial area around 2 miles near "V" Chowk Bus Stand, District Vehari with the approximately space on purely rental basis as under.

On Ground Floor (Hall for Cash Counter, one Room & Strong Room)	= 1400 sqft
At 1 <sup>st</sup> Floor Staff Halls with 10 Rooms & 10 Wash Rooms	= 16500 sqft
Parking Space with Complete strong iron Shade	= 3900 sqft

Interested bidder may download evaluation criteria and other

Requirements of bidding document from the website of PPRA, & State life website *i.e* <https://eprocure.gov.pk> & [www.statelife.com.pk](http://www.statelife.com.pk).

The bids on prescribe format/proformas should be submitted through dak as per following schedule:

- Tender closing Date & Time: August 29, 2025 at 11:00 AM
- Tender Opening Date & Time: August 29, 2025 at 11:30 AM
- Procurement Method: Single Stage one Envelope Procedure

  
**Abdul Rauf Ahmad**

**(SECRETARY) Zonal Procurement Committee,**  
**State Life, Vehari Zone.(067-9201135,03007735946)**



**STATE LIFE**  
INSURANCE CORPORATION OF PAKISTAN

VEHARI ZONE

DATED: 06.08.2025

## **BIDDING DOCUMENTS**

### **Scope of Work**

**TENDER NOTICE NO.HR&ADMIN/005/2025/VZ August 06, 2025**

The Procuring Agency (State Life Insurance Corporation of Pakistan, Vehari Zone) invites sealed bids from the eligible reputed Landlords/Property Agents/Owners for Hiring a Building on rental basis for Zonal Office, State Life Insurance Corporation of Pakistan Vehari Zone through Single Stage Single Envelope Procedure.

#### **Bidding Schedule**

- Tender closing Date & Time:	August 29, 2025 at 11:00 AM
- Tender Opening Date & Time:	August 29, 2025 at 11:30 AM
- Procurement Method:	Single Stage single Envelope Procedure

Required Safe & Secure Premises/Building on rental basis in commercial area with following approximately space.

On Ground Floor (Hall for Cash Counter, one Room & Strong Room)	= 1400 sqft
At 1 <sup>st</sup> Floor Staff Halls with 10 Rooms & 10 Wash Rooms	= 16500 sqft
Parking Space with Complete strong iron Shade	= 3900 sqft

#### **Location:**

Incharge HR & Admin Deptt, State Life Office, ZTBL Building 2<sup>nd</sup> Floor, State Life Insurance Corporation, Zonal Office, Vehari.

Bids shall be opened at above specified date & time in presence of those Bidders or their authorized agents who wish to be present at occasion.

Bidding/Tender Documents are available at EPADS, PPRA & State Life websites i.e <https://eprocure.gov.pk> & [www.statelife.com.pk](http://www.statelife.com.pk)

### **Terms and conditions for Hiring of Building**

1. State Life reserves the right to reject all bids or proposals at any time prior to the acceptance of a bid or proposal in accordance with PPRA Rules No. 33.
2. 10-Rooms at 1<sup>st</sup> floor and one room at ground floor with indoor separate entrances (Bricks / Wooden / Glass Partition for rooms is also acceptable), Equipped Washroom, Reception and Vehicle Parking Area at in front of premises.



3. Premises should be neat & clean, whole premises (indoor & outdoor) should be painted before handing over.
4. Separate 3 Phase Electrical Meter / Connection, Safe & secure Electricity Wiring including UPS Connectivity Wiring, Leakage free Water supply system and water drainage system.
5. Premises shall be situated at Main Road/ Link Road District Vehari.
6. Residential Area Premises and Street Premises are not acceptable.
7. Emergency Exit should be available at Building / Plaza as per Municipal Corporation Bylaws.
8. State Life has rights to alter indoor structure regarding room's partition, also install its required equipment's etc at its own cost and bidder shall have no objection on such type of activities And such type of furniture / fixture / equipment's / wiring etc shall be property of Procuring Agency (State Life) and shall dismantle upon vacation of premises.
9. Official working area should be well furnished by fancy ceiling, floor tiles and roof lighting.
10. Safe and sound installation of computer net working at official working area.
11. Premise should completely be ventilated with fresh air and approaching of sun light during load shedding.
12. The premise should be free from any Govt dues before signing the lease contract/agreement.

### **Bid Validity Period**

The bid validity period shall be up to December 31, 2025 for finalization of this tender procurement and subsequent signing of valid lease agreement for 5-year which shall be extendable on mutual consent of both parties as per this tender & signed lease agreement T&C or 25% Rent will be increased after every three years.

### **Attached Documents with this Tender**

Lease Agreement Specimen (it is hereby clarified that any T&C shall be admissible later in this lease agreement w/r to this tender finalization & as per premises requirement and also shall be deleted which shall be irrelevant. This activity shall be performed as per mutual consent of Landlords/Property Agents and State Life Vehari Zone.

## **General Terms & Conditions**

1. All bids should be accompanied with bid prescribed format and required affidavits etc.
2. Overwriting, Cutting on bid document is strictly prohibited; such type of bid shall not be considered.
3. Bidder shall submit complete bid through PPRA E.PADS, incomplete bidding document shall not be considered without any clarification / explanation.
4. Quoted price shall be as per premises requirement mentioned in this tender document.
5. Security wise viable location and easily accessible by public transport.
6. *Landlords/Property Agents/Owners shall provide a reasonable space to display sign board, direction board, name plate, logo, and emblem over the roof/facial/boundary wall of the building.*
7. The Bidder will provide a suitable Space for the installation of heavy generator.
8. Provisioning of Rooftop for installation of Satellite Dish Antenna / Transmitter etc.
9. Building must not be constructed on encroached land.
10. Quoted price is final and has not may option of adjustment or amendment.
11. Bid shall be inclusive of all applicable TAXES (W/H & PST) which shall be deducted at source from payment as per Govt prescribed ratio.
12. In case of responsive / most advantageous bidders withdrawal of bid up to final stage of this tender, second lowest responsive bidders bid shall be accepted accordingly.
13. Any false information or misstatement on the part of the bidder will lead to disqualification / blacklisting / legal proceeding regardless of the price of quality of the product as per provisions of PPRA Rules.
14. Landlords /Property Agents/Owners must submit an undertaking with the bid that he is not blacklisted by any organization.



15. Procuring Agency (State Life) has rights for disqualification of bidder Property Agents/Owners who submit false bid or not realistic data.
16. Bidder shall mention its status of premises Owner / Property Dealer / Agent on bid document and also provide its Attorney supporting legal document exclusive to Owner to premises of fulfillment of all codal formalities (Signing of lease agreement, monthly rent payment etc).
17. Premises Ownership Deed copy (Registry / Inteqal Document / Power of Attorney etc) should also be enclosed with bidding document of convenience.
18. Acknowledgement shall be required from premises owner / Attorney that quoted premises are free from any type of litigation, family dispute etc.
19. NOC is required from Bidder regarding Premises Security & Safety.
20. Zonal Procurement Committee and evaluated as per required facilities (mentioned in this tender), if any discrepancy shall be found later, bid shall not be accepted of that bidder which premises has may discrepancy.
21. If required, prior to evaluation of the bid, State Life may, within 6-7 days of receipt of the bid, call upon any of the Bidders to discuss or to ask for clarification about anything contained in the bidding document.
22. Bidder shall sign each paper of his tender document as endorsement that bidder has read this tender carefully and has not any obligation in this regard.
23. Zonal Procurement Committee decision regarding this procurement / suitability of offered premises w/r to requirement shall be final as per PPRA rule.
24. That the lease agreement is revocable on three months' notice from either sides.
25. Landlords/Property Agents/Owners shall be responsible to paint/white wash after every five years.

### **Award Criteria**

Procuring Agency (State Life) will award the contract to the successful Bidder, whose bid has been determined to be the most advantageous bid, provided the information given in the bidding document and subsequent least cost based, is on ground verified by the Procurement Committee.

### **Signing of Contract / Lease Agreement**

Upon completion of all codal formalities of PPRA & Procuring Agency, successful bidder shall sign lease agreement within 15-days w/r to receipt of Contract Award letter.

### **Force Majeure**

The failure on the part of the parties to perform their obligation under the contract will not be considered a default if such failure is the result of natural calamities, disasters and circumstances beyond the control of the parties.

### **Extension of Time**

1. Any period within which a party shall, pursuant to this Contract complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.
2. Upon sign of lease Agreement, no advance payment shall be paid to successful bidder, monthly rent shall be paid on regular monthly basis.
3. Routine monthly rent payment shall be paid from premises possession handing over date to Procuring Agency as per signed lease agreement. Tender Evaluation & its Processing time shall not be considered for rent payment.

  
**Abdul Rauf Ahmad**

**Secretary Zonal Procurement Committee**  
**Incharge HR&A, State Life Office, 2<sup>nd</sup> Floor,**  
**ZTBL Building, Vehari, (067-9201135, 03007735946)**