



# STATE LIFE

**INSURANCE CORPORATION OF PAKISTAN**

**KARACHI CENTRAL ZONE**

State Life Building No.11, 7<sup>th</sup> floor opposite Zainab Market,  
Abdullah Haroon Road, Saddar Karachi.  
Karachi.

**04-09-2025**

## **TENDER Notice**

### **Tender for Area Managers & Field Workers for Furniture of State Life, Karachi Central Zone**

**Tender No. HR&A/KCZ/FURNITURE/001/2025/**

State Life Insurance Corp. of Pakistan Karachi Central Zone invites Single Stage / one envelope procedure in accordance with the PPRA/ E-Pad Rules, under for the purchase of following Furniture from the well reputed Firms/Suppliers/Distributors of well recognized brands or Equivalent who are registered with Sales Tax and National Income Tax (FBR). **Bidders can apply only via PPRA E-Pad with reference of aforementioned tender no.**

Date of Issue: 04/09/2025

Closing Date & Time: 23/09/2025 11:00 AM

Opening Date & time: 23/09/2025 11:30 AM

(In case of public holiday the bids will be downloaded from the EPADS system on the next working day).

S. No.	Items Name	Qty Req.
1	<b><u>Table with joint side rack (Credenza):</u></b> INTERWOOD, GLOBAL FURNITURE, MASTER OFFICES, LUNAR or Equivalent Table size 4' x 3' material top made of 32 mm high pressure laminated sheet with 1 mm pvc edge banding, Side Rack size 4 x 1.5 with 3 drawers (with locks) on one side cabinet with shelf inside.	14
2	<b><u>Revolving Chair:</u></b> INTERWOOD, GLOBAL FURNITURE, MASTER OFFICES, LUNAR or Equivalent. Revolving Chair Cushioned (5 Legs) High Back revolving chair frame plywood seat back master foam or equivalent with the Japanese Rexene with Caster Steel base 5 wheels imported hydraulic base.	14
3	<b><u>Wooden File Cabinet</u></b> INTERWOOD, GLOBAL FURNITURE, MASTER OFFICES, LUNAR or Equivalent.	14

	Made in high density 16 mm compressed wood veneer finish melamine high quality lock and handles 4 drawers' soft closer hinges.	
4	<b><u>Visitor Chairs.</u></b> INTERWOOD, GLOBAL FURNITURE, MASTER OFFICES, LUNAR or Equivalent. Mesh fabrics back rest seat material foam high quality imported fabric with foam fixed arm rest.	28
5	<b><u>Computer Tables.</u></b> INTERWOOD, GLOBAL FURNITURE, MASTER OFFICES, LUNAR or Equivalent. Table size 4 x 2 material top made of 32 mm high pressure laminated sheet with 1 mm pvc edge banding, computer tray for keyboard one Side 3 drawers (with locks).	03
6	<b><u>Computer Chairs.</u></b> INTERWOOD, GLOBAL FURNITURE, MASTER OFFICES, LUNAR or Equivalent. Smart revolving chairs for computer table use with plastic arms, cushion on seat and back mesh imported hydraulic base with 5 wheels	03

#### **TERMS AND CONDITIONS:**

1. Bidders should provide the name of firm, complete postal address, Telephone No, , Email Address and web address (if any).
2. Bidders are required to visit at Karachi Central Zone between 09.00 am to 5.00pm and sample must be seen before quoting rates. Items shall be finalized as per approved sample only and inferior quality samples will not be accepted and bid of the respective supplier will be rejected.
3. Bidders are required to upload their bids on EPADS systems as per laid down PPRA procedure for single stage one-envelope method i.e technical details and financial rates in the same pdf. The proposal shall be marked as "Purchase of Furniture/ Fixture items for Area Managers & Field Force". However, original 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 and soft copy of the same shall be submitted through EPADS mandatorily.
4. Proposals will be opened and downloaded from e-pads on the opening date and time as given in the tender documents.
5. For the evaluation purpose initially the required documents will be checked first in line with tender documents and if found compliant then the sample of the respective bidder will be checked in connection with the submitted rates i.e starting with the lowest quoted rates and if found inferior quality the bid will be rejected and samples of the next most advantageous bidder be checked to finalize the tendering process.
6. The lowest evaluated/ most advantageous will be selected based on the supply of all items only. No separate/ individual items of the different bidders will be accepted/ selected for evaluation and tender finalization process. Accordingly, for comparison of

lowest evaluated/ most advantageous bidder rates will be compared for supply of whole consignment.

7. The contract will be awarded to lowest evaluated/ most advantageous bidder meeting both the criteria as mentioned in above clause.
8. All the participating bidders shall submit bid security of Rs.100,000/- in shape of Pay Order in favor of the SLIC, along with their bid submission through EPADS system.
9. 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. However, successful bidder will be required to submit performance guarantee of 05% of their quoted bid (valid for entire warranty period i.e 01 year) in favor of the SLIC, at the time of issuance of purchase order / signing of contract and will be released after expiry of warranty period.
10. No bid will be accepted without bid security.
11. All the bids must include all government taxes.
12. Most advantageous bidder will be required to deliver items within (04) weeks after issuance of Purchase Order.
13. The bids submitted shall hold good for a minimum period of 90 days from the date of bid opening.
14. The quantity of items may increase / decrease at the time of issuing purchase order.
15. The contractor / supplier will be liable for any mistakes in calculation of price / rate and amount and shall be liable to suffer the loss arises at any stage of contract, due to mistakes in calculation or tax rates.
16. Warranty of the items will start from the date of delivery.
17. If the successful bidder fails to supply the items as per purchase order, the bid security will be forfeited.
18. All the information provided by the bidder must be verifiable.
19. All the queries shall be made through EPADS system only and will be responded through EPADS.
20. Performance guarantee 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.
21. If the 1<sup>st</sup> lowest evaluated / Most Advantageous fails to sign the contract and bid money is confiscated by the State Life then the old 2<sup>nd</sup> lowest evaluated / Most advantageous bidder.
22. In order to qualify for the award of tender contract technical evaluation committee will also verify the samples of respective furniture items for which the supplier has quoted lowest rates and if found in conformity with the desired specification / quality then bid will be finally recommended for further approval else bid will be rejected and items of the next lowest evaluated will be considered for further recommendation as per above process.

23. All the contradictory clauses/ terms mentioned by the bidders in the bids will be ignored and the terms and conditions of his tender document will prevail.
24. Blacklisting policy will be implemented as per SLIC/PPRA rules.
25. Arbitration will be done in line with laid down SLIC/PPRA rules.
26. 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.

**Mandatory Requirement**

Must have their own furniture showroom and factory (Attach FBR Certificates showing address)	Yes / No
After Sale Service Staff at least (05) staff or more (Mention details of staff on Company Letter)	Yes / No
Annual Turn-over at least 50 Million or higher in last 02 years (Attach bank statement or audited financial statement)	Yes/ No

**Zamir Hussain Bhanbhro**  
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