**STATE LIFE INSURANCE CORPORATION OF PAKISTAN**

**CENTRAL REGION, LAHORE**

**TENDER DOCUMENTS**

**TENDER ENQUIRY # 02/CRO/SLIC/AC-BANCA/2025**

**PROCUREMENT OF AIR CONDITIONERS**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sr** | **Item Description** | **Qty** | **Sample for quoting rates** | | | |
| **Cost per unit in Rs.** | **GST per unit in Rs.** | **Total Cost per unit with Taxes (in Rs.)** | **Total Cost with all Taxes**  **(in Rs.)** |
| 01 | **Split Air Conditioner** 1.5 Ton  Haier, Gree or equivalent  With complete installation. | **03**  **units** |  |  |  |  |

**Total Amount Rs.** (in words) \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

**Technical Evaluation Criteria/Evaluation Sheet**: Attached as (Annexure-I)

**Technical Specifications**: Attached as (Annexure-II)

|  |  |
| --- | --- |
| **Closing date & time for Bids Submission** | **Date & Time for Bids Opening** |
| **23-09-2025 at 10:30 AM** | **23-09-2025 at 11:00 AM** |

**Terms & Conditions:**

1. Bidders are required to upload their bids on EPADS system as per laid down PPRA procedure “**Single Stage Two Envelope”**.
2. Bids will be downloaded and opened from EPADS on the opening date and time as given above. Proposals of technical qualified and most advantageous bidders will be announced on EPADS system accordingly and will be accepted after completion of all codal formalities.
3. Total estimated Cost is Rs. **Rs. 450,000/-**
4. Bid Security amount (Earnest money) of **Rs. 9,000/-** in the shape of CDR/Pay order favoring “**State Life Insurance Corporation of Pakistan”** must be submitted by bidders at the below address on bid opening date or before closing date, else bid will be rejected.
5. The Bid Security will be returned to un-successful bidders after completion of formal procedure and to successful bidder immediately after completion of work. However, successful bidder will be required to submit performance guarantee of 10% (value of Job Order) in shape of bank guarantee in favor of State Life Insurance Corporation of Pakistan which shall be released after expiry of 12 month after completion of job.
6. In case wherein on bid opening day, holiday announced by prevailing Government or Regional Office could not operate due to unavoidable reasons, then bid opening meeting shall be held on very next working day.
7. Approximate time of procurement process is 45 - 60 days. Order shall be placed to successful bidder after completion of all codal formalities. Approximate payment time shall be 2 weeks after successful delivery/installation as per tender requirements.
8. Successful bidder will have to start supply within 3 days after confirmed work order and must complete the supply/installation in all respects within 30 days; otherwise retention money (CDR) will be forfeited. In addition to this liquidity damages as penalty may be imposed after expiry of 10 working days, at 1% per day of the total purchased order value.
9. Warranty of items must be accordingly as mentioned in Annex-II for any type of defect, with free replacement of item/parts within warranty period.
10. Quote **single rate**, which must be irrevocable, unconditional & inclusive of all taxes & expenses (if any).
11. Validity of the rates/bid must be at least 90 days from the date of opening of bid, which may be extendable with mutual consent.
12. Competent Authority reserves the right to reject/cancel/withdraw any/all bid(s) or proposals at any time before award of contract without assigning any reason thereof.
13. In case vendor failed to perform as per requirements of Procuring Agency or as per their submitted bids or if he provide other than required items or he changes specifications other than quoted, or found any document as false or fabricated, State Life reserves the right to blacklist the vendor.
14. Quantity of items may be increase/decrease by competent authority before placement of order.
15. Bidders must quote the price of extra Copper Pipe per RFT and Copper Electric Wire (7/36 mm) per Meter with brand name. The payment will be made as per actual measurement.
16. Standard Installation kit 10 feet pure copper pipe, 10 feet pure copper wire as per company policy.
17. With Indoor and outdoor brackets. (Outdoor bracket must be arranged by vendor)
18. Installation of ACs at site shall be responsibility of bidder at their own cost and expenses.
19. Fresh Stock/latest model which are available in market.
20. Free Replacement Warranty subject to minimum 1 year parts, PCB kit 4 year, 1 year service, 3 years Evaporator & 10 years compressor warranty.
21. Warranty shall be claimed through bidder, free of cost.
22. Parts, Services of quoted ACs must be available in local market i.e. Lahore.
23. Multiple/Proper operative Service Centers in Lahore.
24. Eligibility criteria mentioned below must be observed and fulfilled. An Affidavit of Rs. 100 (non judicial stamp paper) in this regard must be attached with the bid.

**Eligibility of Applicants**

We **M/s \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** undertake that,

1. We are registered company/firm as per FBR Record, having active filling status.
2. We are solvent company/firm and not in the process of bankruptcy.
3. We have never been convicted for an offence concerning the professional conduct.
4. We have fulfilled all obligations related to payment of taxes to the Govt of Pakistan.
5. We were never found guilty of serious mis-interpretation/mis-representation of facts in supplying information in past nor providing herewith as such.
6. We assure that quoted item will be brand new; parts of offered model and services shall be available in open market for at least 5 years.

**[SECRETARY]**

Regional Procurement Committee (RPC),

HRA&P Department,

State Life Insurance Corporation of Pakistan

State Life Building, 15-A, Davis Road, Lahore

Phone # 042-99205128

**Technical Evaluation Criteria (Annexure-I)**

Technical bids shall be evaluated on the basis of following points:-

1. Specifications of item mentioned in bid will be compared with specifications mentioned in tender documents along with specifications of required model/brand. In case of incomplete information, clarification shall be obtained from bidders. A bid having lower of specifications or lower of required brand’s specifications then it shall be rejected technically.
2. Warranty must be according to requirement.
3. Full time properly hired technical staff of vendor at least 4 technical workers.
4. Experience of vendor for AC Supplies must be at least 3 years.
5. Annual turnover must be at least Rs.5 million during last two years.
6. After sales services and parts availability of quoted product/item in open market shall be considered compulsory for technical evaluation.
7. Bidder has NTN & GST Registration Certificate.
8. Bidder has provided affidavit of Rs. 100/- (Non-blacklisted etc) as per Terms & Conditions of Tender Documents.
9. Technical Evaluation Check list must be marked as Yes or No at page 4.
10. All points of Technical Evaluation Criteria, Terms & Conditions are compulsory. Failing in any point/criteria, may result in rejection of the bidder technically.

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**Technical Evaluation Check list**

|  |  |  |
| --- | --- | --- |
| **Sr.** | **Criteria of Technical Evaluation** | **Yes / No** |
| 1 | Tax Registration Certificates provided with bid as per Tender Documents. |  |
| 2 | Satisfactory reports and purchase orders from previous 2 well reputed Govt/Semi Govt Clients for supply of quoted model during last 3 years. |  |
| 3 | Affidavit of Rs. 100 observing eligibility criteria as per Tender Requirements. |  |
| 4 | Warranty certificate as per tender documents. |  |
| 5 | Certified that quoted items shall be brand new and parts of offered item shall be available in open market for at least 5 years. |  |
| 6 | Certified that Service Centers/Customer Care Centers of quoted item is available at multiple locations of Lahore i.e., Multiple/Proper operative Service Centers in Lahore |  |
| 7 | Sign and stamp at page 5 below specifications of required item, which means bidders understand the need of Procuring Agency (SLIC) and agrees to provide required item accordingly. |  |
| 8 | Certificate Provided that bidder accepts all the terms & conditions of this Tender for completion of job as per job description of tender documents. |  |
| 9 | Bidder agrees to supply and install Air Conditioners as per procuring agency’s terms and conditions. |  |
| 10 | CDR Submitted as per required Rs.9000/-. |  |

**Single NO may result is rejection of bidder technically.**

***Note: Attach all required information with Bid on letter-head pages with sign & stamp.***

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**Technical Specifications (Annexure-II)**

**Split Air Conditioners 1.5 ton (DC Inverters)**

Haier, Gree or equivalent with complete installation. Having at least following specifications:-

1. Cooling capacity minimum 20500 BTU
2. Heating capacity minimum 20300 BTU
3. Elegant Design
4. White Colour
5. Wall mounted with Remote Control
6. Inverter Technology (Heat and Cool)
7. T3 Compressor
8. Indoor Net Dimension 1015\*325\*225
9. Outdoor Net Dimension 820\*310\*630
10. Refrigerant Type R32 or as per company policy.

**Important Note: Procuring Agency may require submission of any document (in original) at any time during evaluation of bids, for which bidder shall be bound to provide within 3 working days, otherwise it may result in technical rejection.**

**Bidder’s sign with stamp\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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