**STATE LIFE INSURANCE CORPORATION OF PAKISTAN, LAHORE ZONE CENTRAL**

**TENDER DOCUMENTS**

**TENDER ENQUIRY # 09/LZC/FIELD/AC/2025**

**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  With complete installations at sites. | **36**  **units** |  |  |  |  |

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

**Technical Evaluation Criteria/Evaluation Sheet**: Attached as (Annexure-1)

**Technical Specifications**: Attached as (Annexure-2)

|  |  |
| --- | --- |
| **Closing date & time for Bids Submission** | **Date & Time for Bids Opening** |
| **01-10-2025 at 10:30 AM** | **01-10-2025 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”** method of PPRA Rules 2004.
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. 6,400,000/-**
4. Bid Security amount (Earnest money) of **Rs. 320,000/-)** 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 Zonal Office could not operate due to unavoidable reasons, then bid opening meeting shall be held on very next working day.
7. Evaluation of bidders shall be made in the light of **SINGLE STAGE, TWO ENVELOPE PROCEDURE** as per PPRA Rules 2004.
8. Approximate time of procurement process is 60 - 75 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.
9. Successful bidder will have to start supply within 3 days after confirmed work order and must complete the supply and 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 33 days in case of incomplete tasks, at 1% per day of the total work order value.
10. Warranty of items must be accordingly as mentioned in Annex-2 for any type of defect, with free replacement of item/parts within warranty period.
11. Quote **single rate**, which must be irrevocable, unconditional & inclusive of all taxes & expenses (if any).
12. 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.
13. 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.
14. In case vendor failed to perform as per requirements of Procuring Agency or as per their submitted bids or if they provide other than required items or changes specifications other than quoted, or found any document as false or fabricated, State Life reserves the right to blacklist the vendor.
15. Quantity of items may be increase/decrease by competent authority before placement of order.
16. 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 understand the requirements of this Tender No. 09/LZC/FIELD/AC/2025 and also assure that we shall complete the task as per requirements in letter & spirit.

**[SECRETARY]**

Zonal Procurement Committee (ZPC),

HRA&P Department,

State Life Insurance Corporation of Pakistan

Central Zone Lahore, 4th Floor Building No.6,

4-Ghazi Ilm -ud- Din Shaheed Road (Lytton Road), Lahore.

Phone # 042-99210594,

Cell no. 0335-1412976

**Technical Evaluation Criteria (Annexure-1)**

Technical bids shall be evaluated on the basis of following points, bidders are required to mark as **“Yes”** or **“No”** against each criteria.

|  |  |  |
| --- | --- | --- |
| **Sr** | **Criteria** | **Remarks**  **(YES / NO)** |
| **1** | Bidder has provided **NTN & GST** Registration Certificate, having active taxpayer status in FBR. |  |
| **2** | **Specifications of quoted item** must meet required specifications. In case of **incomplete information** submitted in EPADS or whereas a bid having lesser than the required specifications, shall be rejected technically. Fresh Stock/latest model to be quoted.  **Does the Quoted brand/model meets specifications as per required?** |  |
| **3** | **Warranty** offered according to Tender Documents? Warranty may be claimed through bidder, free of cost. |  |
| **4** | **Full time properly hired technical staff** of vendor/bidder with **at least 4 technical workers** having technical experience of **at least 6 months** with vendor? |  |
| **5** | Vendor must have **at least 5 year experience** of ACs Supplies. |  |
| **6** | **Annual turnover** must be at least **Rs. 50 million** during last year. (Year 2024) |  |
| **7** | **Multiple proper operative service centers** along with **parts availability** in Lahore City (Open market) are mandatory for technical evaluation of bidder.  Service centers must be owned/company maintained and Parts of quoted model must be easily available in Lahore Abid Market or similar markets of Lahore.  Does the vendor meet such criteria? |  |
| **8** | Bidder has provided **affidavit of Rs. 100/-** in the light of **Para 16** of Terms & Conditions of Tender Documents. |  |
| **9** | Bidder has certified that quoted items shall be **brand new** and not fabricated or refurbished. |  |
| **10** | Bidder certified that they **accept all the terms & conditions** for completion of job (Supply with Installation) as per requirements of Tender Documents.  Installation of ACs at different sites shall be responsibility of bidder at their own cost and expenses. |  |
| **11** | Bidder has provided at least **3 Satisfactory reports or purchase orders** related with quoted model/brand from previous well reputed Govt/Semi Govt/Commercial Clients **during last 3 years.** |  |
| **12** | **CDR** Submitted as per required **Rs. 320000/-.** |  |

**Important Notes:-**

* Single NO may result is rejection of bidder technically.
* All points of Technical Evaluation Criteria, Terms & Conditions are compulsory. Failing in any point/criteria, may result in rejection of the bidder technically.
* Provide all required information with Bid on letter-head pages with sign & stamp.

**[SECRETARY]**

Zonal Procurement Committee (ZPC),

HRA&P Department,

State Life Insurance Corporation of Pakistan

Central Zone Lahore, 4th Floor Building No.6,

4-Ghazi Ilm -ud- Din Shaheed Road (Lytton Road), Lahore.

Phone # 042-99210594,

Cell No. 0335-1412976

**Technical Specifications (Annexure-II)**

**Split Air Conditioners 1.5 ton**

Having at least following specifications:-

1. 18000 BTU
2. Wall mounted with Remote Control
3. Color Preferable white or Grey
4. Heat And Cool, Invertor technology
5. Compressor T3 Compatibility, operational at temperatures up to 50°C or more.
6. Refrigerant Type preferably R410.
7. Standard Installation kit 10 feet pure copper pipe, 10 feet pure copper wire.
8. With Indoor and outdoor brackets. (Outdoor bracket must be arranged by vendor)
9. Free Replacement Warranty subject to minimum 1 year parts, PCB kit 4 year & 10 years compressor.

**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, otherwise it may result in technical rejection.**

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

**[SECRETARY]**

Zonal Procurement Committee (ZPC),

HRA&P Department,

State Life Insurance Corporation of Pakistan

Central Zone Lahore, 4th Floor Building No.6,

4-Ghazi Ilm -ud- Din Shaheed Road (Lytton Road), Lahore.

Phone # 042-99210594,

Cell No. 0335-1412976