

**STATE LIFE**

IN SURANCE CORPORATION OF PAKISTAN ISLAMABAD ZONE

TENDER ENQUIRY NO. SLIC/HRA&P/ISB/03/SEP/2025**BID DOCUMENT FOR PROCUREMENT/SUPPLY OF FURNITUR ITMEMS & WALL MOUNTED AIR CONDITIONERS FOR QUALIFIED FIELD FORCE.**

The State Life Insurance Corporation of Pakistan, Islamabad Zone, is extending an invitation for EOI through E-PAD, using "single stage single envelop system." We seek submissions from NTN & GST Registered Contractors/Firms/General Order Suppliers, with a minimum five years of experience, spanning across Pakistan. Eligible entities should be proficient in mentioned work, duly registered with PPRA on account of E-PAD system.

TENDER DOCUMENT SPECIFICATIONS.

	Description of Items		Opening/Closing Date/Time Date/Time of Tender
Sr.#	FURNITURE LOT-1	QTY	
01	Office Tables with side racks.	07	<u>OPENING DATE/TIME:</u> Monday the 3 rd November 2025. 11:00 p.m.
02	Revolving Chairs	07	
03	Visiting Chairs	14	
04	Steel file Cabinets (4 draws).	07	
	AIR CONDITIONERS - LOT-2.		
01	A.C1.5-ton Inverter (Heat &Cool)	07	<u>SLOSING DATE/TIME :</u> Monday the 3 rd November 2025. 11:30 p.m..

- 1) Bids shall open and downloaded from EPADS on the opening date and time as given above.
- 2) Bidders must upload their bids on EPADS (PPRA) system as per PPRA procedure for Single Stage Single Envelope bidding with title as "Supply of furniture/Supply of Air Conditioners" at State Life, Islamabad zone.
- 3) Bid Security amount (Earnest money including taxes) as per required below, must be submitted by the bidder in the form of CDR/Pay order in favor of "State Life Insurance Corporation of Pakistan" before closing date & time, else bid will be rejected: -
 - a. CDR of Rs. 50000 for Lot-1 (Furniture Items)
 - b. CDR of Rs. 80000/- for Lot-2 (Air Conditioners)
- 4) The Bid Security (Earnest money) will be returned immediately to un-successful bidders after completion of formal procedures and to successful bidder after completion of One year upon satisfactory performance.
- 5) Bidders can participate against any lots or in both lots. But bidder is strictly required to participate for a complete lot either lot 1 or lot 2.
- 6) Single Stage, Single Envelope procedure of PPRA Rules 2004 shall be adopted for evaluation.
- 7) Proposals of technical qualified and found most advantageous bidders will be announced on EPADS system accordingly and will be accepted after completion of all codal formalities.
- 8) Taxes shall be deducted as per Government rules at the time of invoice submission.
- 9) Only Income tax and Sales Tax registered (active tax payers) vendors/General Order suppliers/Service Providers can participate in the tender. Provide documentary evidence.
- 10) All other terms, conditions including specifications and evaluation criteria are available in the Tender Documents. which can be downloaded free of cost from website of EPADS (www.eprocure.gov.pk) and SLIC website (www.statelife.com.pk)

INCHARE HRA&P
The Secretary (ZPC)

State Life Insurance Corp. of Blue Area, Islamabad -9207363-03325222350

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LOT-1					
Supply of: FURNITUR/FIXTURE (miscellaneous) ITMEMS.	QTY.	UNIT PRICE. (GST+All TAXES)		Total per unit price will all taxes	Total Amount (PKR)
		COST (Per unit)	GST (Per unit)		
1-Office tables with side rack. Size 4.5" x3" made of high-density chip board pressed with fine grained shishem veneer on both sides, shishem wood molded lipping 3" wide all around the top and plain lipping of other edges with 3 drawers on fine quality drawer slides, one drawer is lockable with fine quality 2 mm lock. Finished with NC Lacquer Glass finished. Design may slightly differ from the sample. Warranty: 1 year of material and labor on site.	07				
2-Revolving chair - Boss B-524 Horizon High Back Revolving Executive Computer Chair has weight capacity of 250 pounds. (ii) Superior quality material and ergonomic design. (iii) Five-star base with dual-wheel carpet casters. Boss model NO. Boss B-543.	07				
4-Visiting chairs: with arms rest (Height 3 ft, D= 17.5, W '19, Arm Height from bottom '18, Seat height '17). good quality Rexene on seat and back, made with sheesham wood or Eq. moly foam or Eq filled on seat and back, curve shape arms, back and rear legs.	07				
5-Steel file cabinets (04 draws) with one fine quality lock on each drawer fine quality steel handles on each drawer made by 22 Gauge steel sheet, and fine quality paint.	07				

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LOT-2

Supply Of Air Conditioners (1.5 TON)	QTY.	UNIT PRICE. (GST+All TAXES)		Total per unit price will all taxes	Total Amount (PKR)
		COST (Per unit)	GST (Per unit)		
<u>Air Conditioner split Inverter Type.</u> Capacity in Ton: 1.5 Compressor type: Fixed or Inverter: DC Inverter Cooling Capacity (BTU): 19000 Heating Capacity (BTU): 19500 Air Circulation (m³/h): 1100 Power Input (W)-Cooling: 410~2200 Power Input (W)-Heating: 420~2250 Running Current (A)-Cooling: 2.3~10.2 Running Current (A)-Heating: 2.4~10.3 Power Supply (Ph/V/Hz): 1/220/50 Category Wise: DC Inverter Color: White Type: Wall Mount Display: Hidden LED Refrigerant Gas: R32 Refrigerant Pipe: Liq Side; 6mm, Gas Side; 12mm Indoor Dimension (WxDxH): 1050x325x225 mm Outdoor Dimension (WxDxH): 820x300x610 mm Indoor Weight: 17.7kg Outdoor Weight: 37kg Indoor Noise [dB(A)] (H/M/L): 47/43/39 Outdoor Noise [dB(A)]: 55 WIFI Enabled: Yes PCB Kit Warranty: 4 Years Compressor Warranty: 10 Years Make: Orient, Haier, Gree or equivalent	07				



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TERMS AND CONDITIONS

General Terms & Conditions:

1. Bids to be submitted at EPADS system of PPRA Tender will be opened on **03-11-2025 at 11:00 am** in the office of In-charge (HRA&P) State Life Insurance Corporation of Pakistan, Islamabad Zone, in the presence of bidders or their authorized agents, who wish to be present on the occasion
2. Only Sales Tax Registered Firms/Suppliers can participate.
3. Competent Authority reserves the right to reject any/all items or any/all bid(s) or proposals at any time before award of contract.
4. The quoted price must be irrevocable.
5. The quoted price must be inclusive of all applicable taxes as per Government Rules.
6. **Estimated Cost** of this procurement is **(Lot#01 Rs. 1000000), (Lot#02 Rs. 1600000),**
7. **Bid Security amount 5%** (Earnest money) of **(Lot#01 Rs. 50000), (Lot#02 Rs. 80000),** in the shape of CDR/Pay order favoring “**State Life Insurance Corporation of Pakistan**” must be submitted by the bidders at the address given in tender notice / documents before closing date & time, otherwise bid will be rejected.
8. Bid Received after the above deadline or without Bid Security/Earnest Money and or less than required amount shall not be accepted.
9. **For items of Lot # 01**, bidders must visit the office to show samples of required items at our location State Life building No. 9 33-E, Blue area Islamabad.
10. Payment will be made to the successful bidder upon successful delivery/making of ordered items in all respects.
11. Validity of the bid will be 90 days from the date of opening of bid, which may be extendable on mutual consent.
12. Proper documentation is required for claim of tax exemption (if any).
13. Successful bidder will have to provide/making quoted items within 15 days at site.
14. The quantity of items may be increased or decreased, if desired so, by the procuring agency.

Eligibility of Applicants

Applicant cannot apply if they:- Are not GST/Income Tax registered company.

15. Are bankrupt or in process of going bankrupt.
16. Have been convicted for an offence concerning the professional conduct.
17. Have not fulfilled obligations related to payment of taxes.
18. Are guilty of serious mis-interpretation or mis-representation of facts in supplying information.
19. Eligibility criteria mentioned in tender documents must be observed and fulfilled.
20. The tender Bid shall be evaluated as **Lot Wise Job**.
21. Single Stage Single Envelope Procedure will be adopted


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TECHNICAL CRITERIA FOR QUALIFICATION

Participants/ bidders are required to fulfill the following Technical Criteria in strict sense, failing which the bids shall be technically rejected.

Following Documents are (Mandatory)

- Valid Income Tax Registration.
 - Valid General Sales Tax Registration (Status=Active with FBR).
 - The vendor/bidder must fill the following Technical Sheet in all respect. (on company/firm letter head)
 - Company two years 2024- & 2025-Income Tax Returns. (Complete)
 - Two satisfactory certificates required from well-known institution/departments regarding relevant items.
 - The supplier/company/firm must have at least five years' experience.
 - The following undertakings are required to be submitted on E-Stamp minimum Rs. 100/- duly attested by Notary public.
- I. Submission of Undertaking that the firm is not black listed by any of Provincial or Federal Government Department, Agency, Organization or Autonomous body or Private Sector Organization anywhere in Pakistan.
 - II. I have read all terms and conditions of this tender No. **SLIC/HRA&P/ISB/03/SEP/2025**, I accept and shall abide by all the terms & conditions of this Tender of State Life Insurance Corporation, Islamabad Zone.
 - III. Warranty Certificate: - onsite warranty as per tender documents of all items including parts & labor (**Note: - All quoted items must be latest model, brand new/fresh stock**)

Note: - All mandatory documents are required to be submitted, and incomplete bids or conditional bid will be rejected.

Technical Specification Sheet (Annexure A)

FOR FURNITURE ITEMS

Required specification	YES/NO	Remarks (If any)
Wood & other material as per Tender Documents		
Best quality Foam		
Other Material (Lock, Wheel, Channel etc) best quality		
Size and Measurement as per Tender Documents		
Gauge 20 iron, weight and smooth roller as per Tender Documents		
Best Quality leathered		
NC Lacquer, Polish, paint Best quality		
Office Visit and sample has been inspected		

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For Air Conditioner

Required specification	YES/NO	Remarks (If any)
1.5 ton Inverter Split (Heat & Cool) Latest Model		(Make & Model)
BTU 18000		
Compressor T3 compatible operatable at temperatures up to 50°C or above		
Gold Fin		
refrigerant R410A		
self-cleaning		
LED display		
long distance throw		
along with all type relevant accessories, 10 feet refrigerating copper cooling pipe with electric power cable, with installation		
Compressor 10 years,		
PCB Kit 04 years		
Parts 1 year		

Muhammad
Yousaf.I/C
HRA&P,
The Secretary (ZPC),
State Life Insurance Corp. of
Pakistan,Building NO. 9 BLUE
AREA, ISLAMABAD.

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AWARD OF WORK:

The procurement will be carried out as lot wise. Work shall be awarded to the most advantageous bidder subject to the bid that is- ***"Complying with requirements at Best price and Fulfillment of other terms & Conditions for mentioned procurement."***

ACCEPTANCE/ REJECTION OF TENDER:

- i) The corporation does not **bind itself to accept the lowest tender.**
- ii) For all **Furniture items, High-resolution images**, showcasing the furniture in three dimensions (front, side and back), accompanied by **detailed specifications for each item**, are required for the bidding process. Bids without pictures or containing **low-quality pictures** will be rejected.
- ii) The corporation also reserves the right to accept or reject any tender in part or full without assigning any reason whatsoever.
- iii) The corporation also reserves the absolute right to reject any or all the tenders at any time solely based on the past unsatisfactory performance by the bidder(s) the opinion/decision of SLIC regarding the same shall be final and conclusive.

INCHARE HRA&P
The Secretary (ZPC)
State Life Insurance Corp. of
Pakistan, Building NO. 9
Blue Area, Islamabad -**9207363-03325222350**

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TO BE SUBMITTED BY THE FIRM / SUPPLIER ON THEIR LETTER HEAD

**Muhammad
Yousaf.I/C
HRA&P,
The Secretary (ZPC),
State Life Insurance Corp.
of Pakistan, State Life
Building NO. 9
BLUE AREA, ISLAMABAD.**

Dear Sir,

**SUB: TENDER NO. SLIC/HRA&P/ISB/03/SEP/2025-SUPPLY OF FURNITURE ITEMS/AIR
CONDITIONERS AT STATE LIFE BUILDING NO.9,33-E, BLUE AREA, ISLAMABAD**

**Having gone through the tender document, terms & conditions, we hereby offer to execute the above job for a
total amount of Rs.**

_____ (Rupees _____) as per Tender Document attached.

**A Pay Order No. _____ dated _____ from _____ Bank for Rs.
_____ is enclosed as Earnest Money.**

Yours faithfully,

**INCHARE HRA&P
The Secretary (ZPC)
State Life Insurance Corp. of
Pakistan, Building NO. 9
Blue Area, Islamabad -9207363-0332522350**