



STATE LIFE

Insurance Corporation of Pakistan
Multan Zone

TENDER DOCUMENT

Procurement of Furniture, Fixtures & Air conditioners for State Life Multan Zone

Sealed Technical & Financial bids are invited in accordance with PPRA rules, under **"Single Stage-Single Envelope Procedure (Technical & Financial)"** through <https://eprocure.gov.pk> (E-PADS) from vendors registered with GST/Income Tax Department, own offices and phone for the Procurement of following Furniture Items.

The sealed bids should be submitted through **E-pads** on date as per mentioned on E-pads at **03:00PM** and bids will be opened on the same day at **03:30 PM on or before 24-11-2025** in the presence of the bidders or their representatives.

Details of Furniture and Fixtures with Specification

Sr. No.	Items	Sample	Qty
01	<u>Revolving Chair Cushioned:</u> Backrest: Italian-designed mesh backrest with a structure that is ergonomic. Seat: Upholstered with a molded cushion for comfort. Armrests: 2-way adjustable with a PU pad. Headrest: 2-way adjustable. Base: 350mm aluminum base with 60mm twin-wheel casters. Mechanism: Features a stage angle locking Italian Dona mechanism. Gas Lift: Class 4 hydraulic cylinder for height adjustment. Warranty: 1-year warranty for manufacturing defects.		6
02	<u>Side Rack:</u> • Made with Shesham Veneer • Top Formica same color • Computer tray with draw and locker • Wooden gola shesham on all side		6



STATE LIFE

Insurance Corporation of Pakistan
Multan Zone

03	Office Table 5 x 3 • Made with Veneer Sheesham top Formica Same Color • 6mm top Glass • 03 draws with channel with lock Fine quality • foot rest • Sheesham wooden gola on all side • Leather on top (specimen attached)		6
04	Sofa Set (3+1+1) • FURNITURE Solid Sheesham Wood For Living Room/ Office Fabric 3 + 1 + 1 Sofa Set • Commercial cloth A Grade • Ten years warranty of Wood • Molty foam or equivalent first quality • 4 inches foam cushions		6



05	Steel Filing Cabinet with 4 Drawers: • Drawer File Cabinet, 17.8 D Metal Filing Cabinets with Lock, Vertical Filing Cabinet for Home Office, Steel File Cabinet for Letter Legal A4 F4 Size, Easy Assemble Black		6
06	Centre Table • Made with shesham wood • Tinted top glass 8mm • Glass polish same wood color • High-Quality		6
07	Visitor Chair Cushioned • Made with shesham wood Frame • Leather Poshish brown • glass polish same color of table and saide rack • Molty foam seat 3" 1st quality • Tyre patti thick jal with Tat		18



STATE LIFE

Insurance Corporation of Pakistan
Multan Zone

08	• Split Air Conditioner 1.5 Ton • 19000 BTU Inverter Orient/ Haier OR EQUIVALENT • T3 tropicalized inverter • Japanese PCB Kit • Auto Pilot • Auto Clean Sterilization System • For All Weathers Heat & Cool • 100 % Pure copper • Turbo mode • Low Noise Operations • Gold Fin - Anti Rust Coating • Catechin filters • COLOR BLACK • WARRANTY PCB CARD 4 Years • WARRANTY COMPRESSOR 10 years • With complete installation, carriage and all labor charges		2
----	---	--	---



STATE LIFE

Insurance Corporation of Pakistan
Multan Zone

Terms & Conditions:

1. Proposals shall accompany a Pay Order/Bank Draft/CDR of not less than 05% in favor of State Life Insurance Corporation of Pakistan as earnest money which may be released after Final Evaluation of unsuccessful firm/company.
2. Successful Firm/Company must submit **Rs.30,000/-** as Performance Guarantee after award of work order which shall be returned after expiry of warranty period of supplied items and shall be subject to deductions on account of unsatisfactory delivery / performance.
3. No bid will be accepted without earnest money/CDR which is 05%.
4. Bid will not be accepted if a vender is under litigation with State Life or blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan. Personal influence will also disqualify bidders.
5. All the bids must include G.S.T. and all other applicable taxes.
6. The bidders can participate against any item. The tender is based on item-wise.
7. All Submitted bids must be duly signed and stamped.
8. The selected firms will provide items within 15 days from receipt of supply orders as per sample approved by SLIC. If supply is not made in due time, a fine of 0.5% of contract value per delayed day will be charged to the firm. If supply/ installation is delayed beyond 30 days from receipt of supply order, the earnest money will be confiscated.
9. The approved bidder immediately after receipt of Work Order shall provide a sample of the Item to SLIC for scrutiny and approval. After the sample is approved, the bidder shall supply/ install rest of the items as per approved sample.
10. SLIC can increase or decrease the quantity of items to be purchased and also reserve the right to accept or reject any or all tenders/Bids in line with PPRA rules.
11. Bid validity period up to 31-12-25



STATE LIFE

Insurance Corporation of Pakistan
Multan Zone

12. No advance payment will be made. Payment will be processed upon satisfactory delivery / Installation of items. In case of non-compliance or failure of execution of order within the specified time or supply of sub-standard items and Services, Performance Guarantee shall be forfeited in favor of the Corporation.
13. ***The supplier will be responsible to assemble/ install /deliver/Ready to use items as per requirement and in case of failure to maintain quality in installation, the same will be fixed at his risk and cost besides penalty as may be imposed by Competent Authority in SLIC.***
14. Competent Authority reserves the right to reject all bids or proposal any time prior to the acceptance of a bid or proposal as per PPRA Rule # 33. However, State Life shall upon request communicate to any supplier who submitted a bid or proposal, the grounds for its rejection of all bids or proposals.

Undertaking:

We hereby confirm to have read all the terms and conditions carefully mentioned in the tender documents and we agree to abide by all those conditions.

Signature and stamp by Vendor: _____



STATE LIFE

Insurance Corporation of Pakistan
Multan Zone

A:- Verifiable Documentary Proof

- Verifiable documentary proof for all below requirements is mandatory.
- The bidders who have duly compiled with the Eligibility / Qualification and Evaluation criteria will be eligible for further processing.

Sr. No.	Eligibility / Evaluation Criteria	Requirement	Supporting Documents to be Attached as	Page No.
1	Sales Tax Registration (copy of certificate)	Mandatory	Annex-A	
2	Income Tax Registration (copy of certificate)	Mandatory	Annex-B	
3	Experience Certificate for similar work (copy of certificate)	Mandatory	Annex-C	
4	Affidavit/ undertaking that the firm has never been blacklisted by any organization/ government on judicial stamp paper.	Mandatory	Annex-D	
5	Proof of Active Taxpayer List	Mandatory	Annex-E	
6	Earnest Money/ Bid Security 5% of total tender amount through bank draft/ pay order (Soft copy To be attached with Financial Proposal on E-Pad and hard copy must be submitted at office before closing of Bid)	Mandatory	Annex-F	



Technical Evaluation

SR.#	Description	Max Points	Points Secured	Page Number
1	GST registration for relevant Item			
	Up to 3-5 years	5		
	Up to 05-10 years	10		
	More than 10 years	20		
2	After Sales Services (Polishing and Minor Repairing)			
	02 Times for one year	15		
	03 Times within 18 months	20		
3	Number of Orders executed (PKR) Similar Nature			
	1 to 3 Million	10		
	3 to 5 Million	20		
	5 to 7 million	30		
	More than 7 million	40		
4	Number and Nature of Clients (Similar Work)			
	05 or more Private clients only	10		
	05 Marks for at least 2 Government clients & 5 Marks for 1 nationwide work order.	20		
	Total			

Signature and Stamp by Vendor: _____



STATE LIFE

Insurance Corporation of Pakistan
Multan Zone

FINANCIAL PROPOSAL
For Purchase of Furniture and Fixtures
Financial year 2025

Name of Supplier: _____

SR.#	Description	Qty.	Unit Price	GST Rs.	Total Price
1	Revolving Chair cushioned	06			
2	Visitor Chair Cushioned	18			
3	Table 5x3	06			
4	Side Rack	06			
5	Sofa Seat Single-Seat (3+1+1)	06			
6	Centre Table	06			
7	Steel Filing Cabinet	06			
8	Air Conditioner	02			

Signature and Stamp by Vendor: _____

