

SECTION I: INVITATION FOR PROPOSAL

1. State Life Insurance Corporation of Pakistan intends to hire a Service Provider/Bidder/Firm for **"SCANNING OF POLICY FILES ISSUED DURING YEAR 2010-2016."** OF MULTAN REGION COMPRISING OF 6 ZONES.
2. State Life Insurance Corporation of Pakistan (hereinafter referred to as "State Life") is seeking proposals through EPADS under Single Stage Two envelope procedure as per PPRA Rule 36(b) from registered Services Providers (hereinafter referred as "the Bidder") registered with the Sales Tax and Income Tax departments.
3. State Life reserves the right to accept or reject any proposal, and to annul the process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for such decision as per PPRA rules
4. Tender Schedule

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| A | Date of advertisement | As Stipulated by e-PADS |
| B | Date & Time for Submission (Technical & Financial Proposals) | As determined by e-PADS at 11:00AM |
| C | Date of Opening of Technical Proposal of Bidders | On closing day at 11:30AM |

5. Address for submitting of CDR/EARNEST MONEY DOCUMENT in original, for any clarification and attending Opening of Proposed bids:

Regional In-Charge (HR Admin & Procurement),
State Life Insurance Corporation of Pakistan,
4th Floor State Life Building Chowk Nawan Sheher
Multan Region
Phone: 061-9200668, email: hramultanregion@gmail.com