

Date:-26.02.2025

Tender Notice No.01/2025/SLIC/LARK/ZONE for Office Stationary

Date of Issue: 26-02-2025

Closing date of Tender: 13-03-2025 Time: 10.00 a.m.

Date of opening Bid: 13-03-2025 Time: 11.00 a.m.

Venue: Zonal Office State Life Building Qaim Shah Bukhari Road Larkana.

Sealed Bids are invited for the supply of following items from GST registered suppliers.

S #	ITEMS	
1	Printer Rebben LQ-2180	Each
2	Stapler Pins Doller	Packet
3	Stapler Pins Doller big size (cash counter)	Packet
4	Printer Rebben LQ-350	Each
5	Pointer Pen Doller Blue	Packet
6	Piano Ball Pen	Packet
7	Marker Pen	Packet
8	Tissue Paper	Box
9	Envoleps large	Each
10	Envoleps Medium	Each
11	Envoleps A-4	Each
12	File Cover B/Q	Each
13	Rope	Each
14	Signo Gel Pen	Packet
15	stamp pad Ink	Each
16	White Paper A-4 80 gms	Reem
17	Punch Machine Havey Deuty	Each
18	Room Spray	Each
19	Register 400 pgs	Each
20	Stamp pad	Each
21	Register 200 pgs	Each
22	Register 300 pgs	Each
23	Table Calander	Eahc
24	Signature Pen	Packet
25	Cloth Begs	Dozen
26	Must roll Attendance (Officers/Staff)	Each
27	Ring Rubber 400 gsm	Bag
28	Duster	Each
29	Pencial	Packet
30	Sticky Note	Packet
31	Ring File	Each
32	White Paper continue sheet Golden Farm	Box
33	White Paper continue sheet (carbon paper)	Box
34	High Lighter	Packet
35	Fluid	Packet
36	Stapler machine 30 No.	Each
37	Wall Clock battery cell	Each
38	Pin Remover	Each
39	Computer Continue Sheet 180 clm (I.T)	Box
40	Water pot	Each
41	Culculator large	Each
42	White Paper Legal Size 80 gms	Reem
43	VIM	Bag
44	Shorpiner	Packet
45	Erresor	Packet
46	Glue Stick	Packet
47	Paper Cutter	Each
48	Crona Office File	Each
49	Towel	Each
50	Table Set Wooden	Each
51	Soap	Each
52	White Tape	Each

53	Scotch Bright	Each
54	Paper Basket	Each
55	Foot Scale	Each
56	Paper Clipper	Dozen
57	Gem Clip	Packet
58	Printer Ribbon P7205 (I.T)	Each
59	Toner Laserjet	Each
60	Paper Pin	Packet
61	Computer Spray	Each
62	Dustbin	Each
63	Date Stamp	Each
64	Rough Pad	Each

Terms and Conditions: -

1. Security Amount must be deposited equal to 5% of the total value of the Tender Cost by the bidders.
2. If the firm / supplier provides / supplies sub-standard product, the Security Deposit will be forfeited in favor of the Corporation.
3. The firm / supplier will be bound to supply/affix the required items on above mentioned address of State Life Larkana Zone, within prescribed time to be notified.
4. The bidders will have to attach copies of their NTN, GST Payer Number with the Tender.
5. Income Tax and GST or as per Government Policy will be deducted on the total value of the Tender.
6. No change will be acceptable of required items. Such bid(s) will be rejected.
7. Security deposit will be refunded after the completion of one year warranty Period.
8. The sealed quotations must be reached by Post / Courier / by hand to Secretary Zonal Procurement Committee, State Life Insurance Corporation of Pakistan, 2nd floor, State Life Building Qaim Shah Bukhari Road, Larkana till closing date.
9. Bids will be opened in the office of Incharge (HR & Admin), State Life, Zonal Office, State Life Building Qaim Shah Bukhari Road, Larkana, in the presence of bidders on the above specified day.
10. Envelop must bear the "Quotation for Office Stationary" on right corner of the sealed envelope for identification.
11. The State Life reserves the right to cancel any bid or bids assigning reason thereof.

(SECRETARY)

Zonal Procurement Committee,
State Life Insurance Corporation of Pakistan,
Zonal Office, HR&A Department,
2nd Floor, State Life Building,
Qaim Shah Bukhari Road
Larkana
074-9410805