

### **Conditions - Tender Notice # Skt/Sty/05/2025**

- 1 Bidders shall deliver bid security before tender closing time to undersigned office, in original form of a Pay Order / Bank Draft for Rs. 50000/- (Fifty Thousand only) in favor of State Life Insurance Corporation of Pakistan which will be returned immediately after tender evaluation to successful bidders upon submission of Performance Security i.e. 5% of bidder tender qualified value and also to un-successful bidders. Performance Security shall be released upon satisfactory completion of whole job / procurement
- 2 **The bid security envelope should be marked subject referred tender number**
- 3 No Bid will be accepted without earnest money & other than EPAD Platform, prescribed Bidding Document are available on PPRA, EPADS, State Life website
- 4 Bids will be opened / downloaded from EPADS w/r to prescribed bidding document in the office of Incharge HR & Admin Department of SLIC, Micro Plaza, Paris Road, Sialkot Zone on the date and time as specified above as per PPRA rule / EPADS
- 5 **Bidder must submit sample of each item before tender closing time which shall be examined on bids opening date, recommended bidder sample for each item shall be retained by procuring agency and un-successful bidders sample shall be returned after bids opening. Irrelevant or low quality sample w/r to prescribed specification shall not be considered**
- 6 The Most Advantageous Bidder for each item shall be considered item wise
- 7 The rate validity of tender will be 31-12-2025 from the date of opening the tender.
- 8 **Delivery Schedule = Successful Bidder shall supply the Stationery Material to Stationery Store located at Zonal Office Building 3rd Floor within 15-Days upon issuance / receipt of Supply Order**
- 9 Supply should be according to tender specifications. Any defective delivery / Material will be taken back by supplier at his own risk & cost.
- 10 Procurement Committee reserves the right to decrease / increase the quantity for Supply as per requirement or may be float the schedule for items delivery as per availability of place for stock
- 11 Income Tax & General Sales Tax as per government rule will be deducted at the source from the payment.
- 12 Quotation is acceptable for this tender through EPADS only, other than EPADS platform, quotation shall not be entertained
- 13 Competent Authority reserves the right to reject all bids or proposals at any time prior to acceptance of a bid or proposal. However State Life on request shall communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejections of all bids or proposals.

(Secretary)  
Zonal Procurement Committee,  
State Life Insurance Corporation,  
Micro Plaza, Paris Road, Sialkot Zone.  
052-9250104