



STATE LIFE
INSURANCE CORPORATION OF PAKISTAN

Tender Notice No.PO/CPD/IT/46/2025.

PROCUREMENT OF VIDEO CONFERENCE SYSTEM FOR BOARD ROOM AND CONFERENCE ROOM 7TH FLOOR, STATE LIFE BUILDING NO. 9 – PRINCIPAL OFFICE.

State Life Insurance Corporation of Pakistan (SLIC) invites technical and financial bids in accordance with PPRA Rules-2004 under single stage two envelopes procedure from well recognized IT firms dealing in services as mentioned above. Intended bidders must be registered with Income Tax/Sales Tax Departments and having its own offices and telephone no (if found contrary Tender will be rejected).

Title of Work	Earnest Money (Fixed)	Last date & time for submission of bids	Date & Time for Opening of Technical Bids
PROCUREMENT OF VIDEO CONFERENCE SYSTEM FOR BOARD ROOM AND CONFERENCE ROOM 7TH FLOOR, STATE LIFE BUILDING NO. 9 – PRINCIPAL OFFICE	PKR = Rs.500,000/-	28-11-2025 till 1100Hrs	28-11-2025 At 1130Hrs

- Tender Notice along with Tender Document can be seen/downloaded from PPRA website i.e. www.ppra.org.pk also tender notice along with tender document has been uploaded on EPADS system and State Life website i.e. www.statelife.com.pk as well.
- Bids will be received only from those firms who are registered with PPRA for e-procurement on E-PADS system.
- Filled tenders must be submitted through their e-mail address latest by 28-11-2025 before 11:00 am. Technical Bid will be opened on the same day at 11:30 am
- State Life Insurance Corporation of Pakistan reserves right to accept/ reject all bids in accordance with PPRA Rules.

(Abdul Waheed Shaikh)
Secretary CPC
Central Procurement Division
10th Floor, State Life Building No. 11,
Abdullah Haroon Road, Karachi.
Tel: 021-99204521



STATE LIFE
INSURANCE CORPORATION OF PAKISTAN

TENDER DOCUMENT

FOR

**Procurement of Video Conference System
for Board Room and Conference Room 7th Floor,
State Life Building No. 9 – Principal Office**

November 2025

1 Contents

1.	Introduction:	4
2.	Scope of Work:	4
3.	Bill of Quantities:	4
4.	Preparation of Proposal	6
4.1.1	Technical Proposal	6
4.1.2	Financial Proposal	6
4.2	Tender Document Price / Payment:	6
4.3	Cost of Bidding	6
4.4	Language of Bidding	6
4.5	Confidentiality	6
4.6	Use of Contract Documents and Information:	7
4.7	Bid Validity	7
4.8	Amendment of Bidding Documents	7
4.9	Clarifications / Queries regarding Tender	7
4.10	Contradictions, Obscurities and Omissions	8
4.11	Sealing, Marking and Transmission of the Bid	8
4.12	Deadline for Submission of Bids	8
4.13	Bid Opening	8
4.14	Modifications and Withdrawal of Bids	8
4.15	Bid Bond	9
4.16	Responsiveness of the Bids	9
4.17	General Terms and Conditions	9
5.	Proposal Evaluation	10
5.1	General	10
5.2	Technical Evaluation	10
5.3	Financial Evaluation	12
5.4	Technical-Cum-Financial Evaluation:	13
6.	State Life's Right to Accept or Reject any or All Bids	13
7.	Award Criteria	13
8.	Performance Guarantee	14
9.	Delays in the Bidder's Performance	14
10.	Arbitration	14
11.	Force Majeure	14
12.	Award of Contract	15
13.	Delivery Plan	15
14.	Support Services	15
15.	Signing of Agreement	15
16.	Mode of Payment	16
17.	Termination of Agreement	16
	State Life Insurance Corporation shall have the right to terminate the agreement wholly or partially by giving a notice of 60 days to contractor upon his failure to provide satisfactory services.	16

Annexure - A	17
Basis of Payment	17

1. Introduction:

The State Life Insurance Corporation of Pakistan is the largest life insurance institution in Pakistan providing life and group insurance protection to over 6 million people. Even after the introduction of private insurance companies, State Life still enjoys the lion's share of the Pakistan life insurance industry.

Presently, Corporation intends to supply, installation, configuration, and commissioning of Video Conference Systems for the Board Room and Conference Room located at the 7th Floor, State Life Building No. 9, Principal Office. Interested firms are invited to submit a Technical Proposal along with Financial Quote for the supply/delivery and installation of required items.

2. Scope of Work:

The successful bidder shall supply, deliver, install, configure, and commission a complete Video Conference System for the Board Room and Conference Room located on the 7th floor of State Life Building No. 9, Principal Office. The system should be fully integrated and ready for operation including training of designated staff. The following items are required as part of the solution:

The successful bidder shall:

1. Supply high-quality video conferencing equipment including cameras, microphones, speakers, displays, and associated accessories.
2. Install and configure the equipment in both Board Room and Conference Room.
3. Integrate the system with the existing network and AV infrastructure.
4. Provide user training to designated staff.
5. Offer on-site warranty and after-sales support for the agreed period

Proposed equipment and services must be state of the art and compatible with prevailing technology. Equipment manufactures' must be renowned brands with proper foot prints in the local market. Proposed equipment and services must be fully compatible with other technologies and brands.

3. Bill of Quantities:

S.No.	Description	Specification	Qty
01	INTERACTIVE LED SCREEN (Board Room)	Active Screen Size: 98", Display Ratio: 16:9, Resolution: 4K (3840 x 2160 Pixels), Backlight: DLED, Touch Points: 20 Points, Contrast Ratio: 4000:1, Brightness: 400cd/m2, Response Time: 8ms, Touch Accuracy: ± 1 mm, Lifetime Hours: 50,000, Calibration Free, DDR4 8gb, 128gb Flash, Bluetooth: 5.0, Power Consumption: 420W (0.5W on Standby), Built-in Apps: Digital White Board, VLC, Browser, File Manager, Mirroring, Etc. Android 14.0 With 48MP AI Tracking Camera & 8 Array Microphone	01
02	INTERACTIVE LED SCREEN (Conference Room)	Active Screen Size: 85", Display Ratio: 16:9, Resolution: 4K (3840 x 2160 Pixels), Backlight: DLED, Touch Points: 20 Points, Contrast Ratio: 4000:1, Brightness: 400cd/m2, Response Time: 8ms, Touch Accuracy: ± 1 mm, Lifetime Hours: 50,000, Calibration Free, DDR4 8gb, 128gb	01

		Flash, Bluetooth: 5.0, Power Consumption: 420W (0.5W on Standby), Built-in Apps: Digital White Board, VLC, Browser, File Manager, Mirroring, Etc. Android 14.0 With 48MP AI Tracking Camera & 8 Array Microphone.	
03	USB CAMERAS with Integrated Table MIC & Speakers	CAMERAS: Ultra-crystal clear image support up to 4K, 1080p , 720p, 640x480, 320x240, 24X Zoom, Auto focus: minimum working distance 1.5 meter, Wide field of view: DFOV 95°; HFOV 78°; VFOV 50°, IR remote control, USB 3.1, Gesture control, Dynamic auto framing, Zoom Compatible.	2
		Integrated Table MIC & Speakers: Wireless Bluetooth / USB Wired for PC Full duplex microphone array speakerphone Two omnidirectional microphones support 360° pickup Full duplex echo cancellation Advanced noise suppression Powerful wideband voice processing Speaker volume: adjustable to 90 dB SPL at 0.5 m 3.5 mm line-in (aux) cable connects BYOD smartphones or PCs to use as speakerphones Touch controls for volume adjustment, mute, phone input, call, and hang up Can bridge phone-in and USB into one call Kensington lock	8
04	OPS-PC	i7, 08GB RAM, 1 TB SSD or higher, Dimension L196*W180*H33mm	2
05	CEILING SPEAKER	Rated Power 30W, Impedance COM 330Ω 500Ω 1kΩ , Frequency Response 150 Hz- 20kHz, Dimensions 230(ø)x180(D)mm/9(ø)x7(D)in, 2 Way speaker system (6" -2way coaxial type)	8
06	MIXING AMPLIFIER	CLASS-D Amplifiers having 60W/120W/240W of output, high-Z (100V/70V) and low-Z (4Ω /8Ω),Multiple inputs (three mics/lines, two lines, two stereo/line inputs, tel in, usb) and a feature for controlling the volume of each channel, EXT in and MIX out, Displaying input signal LED by channel and output LED level, Tone(bass/treble) controlling.	2
07	MICROPHONE MIXER	Input Power AC 110/220V 50Hz, Compatible Microphone without phantom power 48V, Connection Type Φ 6.35×12 Dimension (L×W×H)mm 430×178×62, Input Type Microphone Φ 6.35, Output Type RCA, Consumption 5W	2
08	WIRELESS MEETING MICROPHONE	Bosch Digital Discussion System or higher (1 Receiver + 4 Mic)	13 Sets
09	Complete installation and	Complete Installation and setup all units.	01 Job

	initial setup	
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4. Preparation of Proposal

4.1.1 Technical Proposal

- While preparing Technical Proposal, bidding firm(s) are expected to examine the documents comprising this invitation in detail, as material deficiencies in providing the information requested may result in rejection of the proposal.
- To establish the conformity of the item required through this TENDER Document, the Vendor shall furnish as part of its Technical Proposal, a detailed description of the Bidder's proposed item conforming in all material aspects with the Technical Requirements both overall as well as in regards to the performance of each proposed item.
- Please note that the technical proposal shall not include any financial information.

4.1.2 Financial Proposal

- While preparing the financial proposal, bidder(s) is expected to take into account the requirement and conditions of the invitation documents. The Financial proposal should follow standard form as mentioned in Annexure -A. It should provide lump sum costs associated with the assignment and all other out of pocket expenses.
- The Data Sheet shows for how many days after the submission date the proposal must remain valid. During this period the bidder is expected to keep available the professional staff working on the proposal. The State Life will make its best effort to complete technical clarification (if needed) within this period. Proposal validity period may be extended with mutual consent as PPRA rules.

4.2 Tender Document Price / Payment:

- Bid price shall be inclusive of all taxes, duties, levies, charges, etc.
- Bidder should quote bid in Pak Rupees.
- All Payments will be made in Pak Rupees.
- The prices charged by the successful bidder for the required item along with accessories and associated services shall not vary from the prices as quoted in the financial proposal.
- Payment will be made on submission of invoices duly verified in all respect by the user Division / Department.
- The most advantageous bidder will be selected based on the evaluation criteria mentioned at **Section 5.2**. Financial opening date will be communicated to technical qualified bidder through EPADS system.

4.3 Cost of Bidding

The bidder shall bear all costs associated with the preparation and submission of his bid and State Life will in no case be responsible or liable for those costs, regardless of the outcome of the bidding process.

4.4 Language of Bidding

The bid must be prepared and submitted in English language. Supporting documents and printed literature furnished by the bidder with the bid may be in another language as long as they are accompanied by an English translation of the pertinent passages. For the purpose of interpretation of the Bid, English language shall prevail.

4.5 Confidentiality

- a. Information relating to the evaluation of proposals and recommendations concerning award shall not be disclosed to the bidder(s) who submitted the proposals or to other persons not officially concerned with the process, until the announcement of evaluation reports.
- b. Information relating to the examination, evaluation, comparison and post qualification of Proposals, and recommendation of contract award, shall not be disclosed to Bidders or any other persons till announcement of evaluation reports.
- c. Any attempt by a Bidder to influence State Life in the examination, evaluation, comparison, and post-qualification of the Proposals or Contract award decisions will result in the rejection of its Proposals.

4.6 Use of Contract Documents and Information:

- a. The bidder shall not, without State Life's prior written consent, disclose the Contract, or any provision thereof or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of State Life in connection therewith, to any person other than a person employed by the Bidder in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.
- b. The bidder shall not, without State Life's prior written consent, make use of any document or information related to State Life functions and procedures except for purposes of performing the Contract.
- c. All documents shall remain the property of State Life and shall be returned (all copies) to State Life on completion of the Bidder's performance under the Contract if so required by State Life.
- d. The Bidder shall permit State Life to inspect their accounts and records relating to the performance of the supply and to have them audited by auditors appointed by State Life, if so required by State Life. State Life can directly contact the references given in the technical requirements part of TENDER DOCUMENT to verify Bidder's technical reasons supporting compliance.

4.7 Bid Validity

- a. Bid shall remain valid and open for acceptance for a period of **90 days** from the specified date of tender opening.
- b. In exceptional circumstances prior to expiry of the original bid validity period, the bidder may be requested in writing for an extension of the period of validity. A bidder agreeing to such request will not be permitted to modify his bid. A bidder not agreeing to such request may be withdrawn at the discretion of State Life.

4.8 Amendment of Bidding Documents

- a. At any time prior to the deadline for submission of Bids, State Life may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Bidding Documents by amendment.
- b. The amendment shall be part of the Bidding Documents, and will be notified in writing through fax or letter by courier or shall be made available on the State Life's website/PPRA/ EPADS system/newspapers (as the case may be) to all prospective bidders who have received the Bidding Documents, and will be binding on them.

4.9 Clarifications / Queries regarding Tender

- a. The bidders are expected to carefully examine all instructions, forms and specifications in the Bidding Documents. Any Bidder in doubt as to the exact meaning or interpretation of any part of the Bidding

Documents should immediately seek clarification in writing through EPADS System.

- b. Requests for all clarifications in regard to the given specifications or other information contained in Tender Documents should come either through EPADS System. Telephone enquiries may not be entertained.

4.10 Contradictions, Obscurities and Omissions

The Bidder should likewise notify to the above of any contradictions, obscurities and omissions in the Bidding Documents if clarification of these is necessary for the clear understanding of the documents and for preparation of the Bid. Such enquiries must reach the above named not later than date and time mentioned in EPAD System.

4.11 Sealing, Marking and Transmission of the Bid

Your detailed “**Technical Proposal**” and “**Financial Proposal**” should be submitted before the closing date and time as mentioned in Tender Notice through EPADS system.

4.12 Deadline for Submission of Bids

State Life may, at its discretion, extend the deadline for the submission of Bids by amending the Bidding Documents, in which case all rights and obligations of State Life and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

4.13 Bid Opening

- a. The Bid shall be opened publicly (on EPADS system) by State Life’s designated “Central Procurement Committee (CPC)” in presence of Bidder’s representative who wish to attend the bid opening time and date communicated in Tender Notice.
- b. Bidders are required to upload their bids on EPADS systems as per laid down PPRA procedure for single state two-envelope method i.e. separate “Technical Proposal “and “Financial Proposal” respectively (on EPADS system) and clearly marked as “Procurement of Video Conference System. However, bid security in shape of pay order must be submitted at the address given in tender notice before closing time else tender will be rejected.
- c. Initially only Technical Proposal will be opened and downloaded from EPADS on the opening date and time as given in tender notice. Time and date for opening of Financial Proposal of technically qualified bidders will be announced after finalization of Technical Evaluation and will be announced on EPADS system accordingly

4.14 Modifications and Withdrawal of Bids

- a. Bidder may modify or withdraw their bid after submission, prior to the prescribed deadline for submission of bids (if allowed in EPADs System).
- b. No bid shall be modified subsequent to the deadline for submission of bids and before the expiry of the period of bid validity.
- c. No bid shall be withdrawn in the interval between the deadline for submission of bids and the expiry of the period of bid validity.

4.15 Bid Bond

- a. The bidder shall furnish with the Bid Bond, as part of their bid, a bid bond for an amount of **Rs. 500,000**.
- b. The bid bond shall be in the form of a Bank draft / Pay order must be issued by a Pakistani Scheduled Bank or branch of a foreign bank operating in Pakistan. The bid bond shall be valid for **90 days** counting from the day of the bid opening.
- c. Any bid not accompanied by the requisite Bid Bond shall be rejected as non-responsive. The bid bond of unsuccessful bidders will be returned. The bid bond of the successful bidder shall be discharged after requisite Performance Bond of 3% of the offered financial bid value by successful bidder has been furnished and the contract has been executed. Performance Bond of successful bidder will be released after expiry of warranty period (that is 3 years)
- d. The bid bond will be forfeited in case a bidder withdraws its bid during the period of bid
- e. In case of failure of the successful bidder to execute the contract/supply the items. Performance bond will be fortified.

4.16 Responsiveness of the Bids

- a. The Technical Portion of the bid proposal must be accompanied with the certificate declaring that a bid bond of appropriate amount is enclosed with the financial proposal.
- b. The Bid must be prepared in the English Language.
- c. The Bid must be unconditionally valid for **90 days** from the date of Bid Opening.
- d. Bid Money should also be submitted by hand or by courier services including on EPADS system as well before closing date & time, else bid will be rejected.
- e. Bid must be submitted through EPADS system before date and time specified in Tender Document/ Notice. The State Life will evaluate and compare only the most advantageous bid.
- f. Bids determined to be substantially responsive will next be checked for any material error in computation.

4.17 General Terms and Conditions

- a. After opening the bids, State Life will determine whether each bid is substantially responsive to the requirements of the Bidding Documents.
- b. State Life will examine the bids to determine whether they are complete, whether any

computational errors have been made, whether required information has been provided, whether the documents have been properly signed, and whether the bids are generally in order.

- c. A substantially responsive bid is one, which conforms to all the terms and conditions of the Bidding Documents without material deviation. A material deviation is one which being inconsistent with the Bidding Documents, affects in any substantial way the scope, instruction to Bidders, or prescribed completion schedule or which limits in any substantial way State Life's right or the bidders' obligation under the Contract.
- d. A bid determined to be non-responsive will be rejected by State Life and shall not subsequently be made responsive by the Bidder by correction of the non-conformity.
- e. State Life may waive any minor deviation non-conformity or irregularity in a bid, which does not constitute a material deviation, provided that the waiver does not prejudice or affect the relative standing order of any Bidder.
- f. To assist in determining a bid's responsiveness the Bidder may be asked for clarification of his bid. The Bidder is not permitted, however, to change bid price or substance of his bid.
- g. The evaluation of the bids will take into accounts, in addition to the bid price, the following factors:
 - i. Reliability and efficiency of the offered Service.
 - ii. Financial standing of the Bidder.

5. Proposal Evaluation

5.1 General

- a. Bidding firms shall not contact the State Life on any matter relating to their proposal from the time of submission of the technical and financial proposal to the time valuation report(s) are announced. If a firm wishes to bring additional information to the notice of the State Life, it should do so through email/ written communication.
- b. Evaluators of technical proposal shall have no access to the financial proposals until the technical evaluation is concluded.
- c. Any effort by a bidder to influence State Life in its decisions on Proposal evaluation, Proposal comparison or contract award will result in the rejection of the Bidder's Proposal and forfeiture of Bid Bond.

5.2 Technical Evaluation

- a. The bids will be evaluated as per the information provided by the bidder as requested in Section – 5.2, The most advantageous bidder may be asked to provide sample or give demonstration of features for the proposed item/equipment. State Life's Evaluation Committee will evaluate the received bids on information provided by the bidders related to following parameters:

- b. The evaluation shall be on the basis of bidder responsiveness to the required Specification & Tender terms & Conditions. The State Life will apply following point system evaluation criteria to evaluate the technical bids. Minimum Passing marks in Technical Evaluation Criteria **(60 Marks)**

S.No	Criterion	Total Points
	NTN/GST Registration with tax departments (Mandatory). (Yes= Qualified for Evaluation, No= Not consider for evaluation)	Y/N
	The bidder should not be blacklisted or debarred by any Government/Semi-Government / Private Department (Mandatory) (Yes= Qualified for Evaluation, No= Not consider for evaluation)	Y/N
	Financial Standing for last three years (Audited Financial Report should be provided Mandatory) (Yes= Qualified for Evaluation, No= Not consider for evaluation)	Y/N
	The Bidder should not be under liquidation, court receivership or similar proceedings or bankrupt. (Certificate in this required will be required from the company on its letter head) (Mandatory) (Yes= Qualified for Evaluation, No= Not consider for evaluation)	Y/N
	Compliant with Video Conference System Features and Specification mentioned above in Scope of Work at Section 2 (Yes= Qualified for Evaluation, No= Not consider for evaluation)	Y/N
	OEM has own RMA Support office, for proposed solution is required and must have local Office in Karachi (Mandatory for Interactive screens only) (Yes= Qualified for Evaluation, No= Not consider for evaluation)	Y/N
	OEM must have own offices in three major cities in Pakistan. (Mandatory for Interactive Screens only) (Yes= Qualified for Evaluation, No= Not consider for evaluation)	Y/N
	OEM must have operated in Pakistan for at least 10 years (Mandatory for Interactive Screens only) (Yes= Qualified for Evaluation, No= Not consider for evaluation)	Y/N
	The bidder must submit a Manufacturer Authorization Letter (MAL) specifying the proposed interactive screen model, issued in the bidder's name. (Mandatory for Interactive Screens only) (Yes= Qualified for Evaluation, No= Not consider for evaluation)	Y/N
1	Proven Experience of responding firm in relevant services in Video Conference deployment & management in industry (Related Category) (two points for each completed year, Max.=10 Points)	10
2	Nature of partnership of the bidder with manufacturer / Principal Company for related Category. (Authorized Business Partner = 20, Authorized Reseller = 10, Agent of a distributor/Principal = 5)	20
3	No. of successfully deployed Video Conference System Projects or similar work completed 5+ Sites: 20, 3-4 Sites: 10, <=2 Sites: 5 (Max. 20 Marks)	20
4	Availability of certified local support, service centers, and trained engineers. (OEM Direct Presence: 10, Authorized Partner: 7, Local Distributor Only: 5) Max. 10 Points	10
5	Vendor availability in major cities of Pakistan e.g., Islamabad, Lahore, Peshawar, Karachi, and Quetta (five point for existence in each city, max point = 20)	20

6	Compliance with ISO 27001, ISO 9001 standards of OEM. (Compliant = 10 Points, Not Compliant = 0)	10
7	Previous experience with SLIC for technology related installation (two points for each awarded projects, max points = 10)	10
	Total	100

- c. The Bidder shall furnish, as part of its bid, documents establishing the conformity to the Bidding Documents of the required items/equipment that the Bidder proposes to supply and install under the Contract.
- d. Bidding firms have to submit client references to evaluate previous experience in relevant category through sample reference form provided at **Annexure - A**.
- e. A proposal shall be rejected at this stage if it does not respond to important aspects of the Tender. If the missing parameters/technical features are a scored technical feature, the relevant score will be set at zero
- f. The State Life will notify the bidding firm of the rejection of their technical proposal indicating that their financial proposal if any will be returned unopened after completing the selection process.
- g. The State Life will notify to the firm(s) that passed the minimum technical score, and indicate the date, time and address for opening the financial proposal through EPADS.
- h. On opening the financial proposal in presence of the bidding firm(s) representatives who wish to attend, the State Life will announce the names of the firm(s), their technical scores, and the amounts of their financial proposals.

5.3 **Financial Evaluation**

Financial Proposals of only the technically qualified bidders would be opened and, evaluated / compared on the following basis:-

- a. The financial proposals shall first be checked for any error of computation and arithmetic errors will be corrected.
- b. If a bidder does not accept the correction of errors, its bid will be rejected and its bid security may be forfeited.
- c. Items and Services that are required but have been left out or are necessary to correct minor deviations of the proposal will be deemed included in the total price.
- d. For the purpose of evaluation / comparison of bids, total lump sum cost will be considered.

- e. Total evaluated financial cost of each responsive bidder shall be the basis of merit ranking of the Financial Proposal of the bid.
- f. Bidders have to submit Financial Proposal as per Sample Template provided as **Annexure – A.**

5.4 Technical-Cum-Financial Evaluation:

Only those firms will be considered in the technical evaluation that have the required capabilities to meet the criteria specified to supply items listed and also technically qualify as per criteria and the judgment based on it as per the following formula:

- Providing 70% Weight, using Weighted Average Formula (Technical)

$$= (100 - ((\text{Highest Point} - \text{Points Secured}) / \text{Highest Points} * 100)) * 0.7$$

The Financial proposal of only technically qualified bidders will be opened. However, the lower financial bid will have a prime upshot in the award of contract, as per following formula:

- Providing 30% Weight, using Weighted Average Formula (Financial)

$$= (100 - (\text{Quoted Bid} - \text{Lowest Bid}) / \text{Lowest Bid} * 100) * 0.3$$

$$\text{Lowest Evaluated Bid} = \text{Weighted Average Technical Score} + \text{Weighted Average Financial Score}$$

The Decision of State Life Insurance Corporation of Pakistan will be binding on all concerned and will in no case be challengeable at any forum.

6. State Life's Right to Accept or Reject any or All Bids

- a. State Life reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the effected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for State Life's action as per PPRA rules.
- b. State Life may at any time terminate the Contract by giving 02 months written notice to the bidder, if the bidder becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation, provided that such termination will not prejudice or affect any right of action or remedy, which has, accrued or will accrue thereafter to State Life.
- c. If the bidder is unable to fulfill its obligations as mentioned in the work plan and withdraws from the project, State Life shall terminate the contract by issuing a written notice and shall not be responsible to pay off any liability incurred towards the bidder and forfeit the performance guarantee.

7. Award Criteria

- a. State Life will award the tender to the successful bidder, whose proposal has been determined to be substantially responsive and has been determined to be the most advantageous bid after considering all factors and who meets the requisites of Schedule of Requirement (TOR/Scope of Work), provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.
- b. State Life will notify through EPADS, the successful bidder of its intent to enter into a contract. The contract shall be executed only after all necessary management approvals have been obtained.

8. Performance Guarantee

At the time of receipt of the letter for the award of contract, the successful bidder shall furnish to State Life, a Performance Guarantee in the form of pay order amounting to 03% of the offered financial bid value by successful bidder and will be released after successful completion of services based on satisfactory performance to SLIC.

9. Delays in the Bidder's Performance

If at any time during performance of the Contract, the bidder encounters conditions impeding timely delivery of required items/services/equipment, the Bidder shall promptly notify State Life in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Firm's notice, State Life shall evaluate the situation and may at its discretion extend the Firm's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.

10. Arbitration

Any disputes or differences arising out in connection with this assignment which cannot be amicably settled within 15 days between the State Life and the Bidder shall be resolved as per PPRA/ Arbitration rules.

11. Force Majeure

If either party is temporarily rendered unable, wholly or in part by Force Majeure to perform its duties or accept performance by the other party under the Contract it is agreed that on such party, giving notice with full particulars in writing of such Force Majeure to the other party within 14 (fourteen) days after the occurrence of the cause relied on, then the duties, of such party as far as they are affected by such Force Majeure shall be suspended during the continuance of any inability so caused but for no longer period and such cause shall as far as possible be removed with all reasonable speed. Neither party shall be responsible for delay caused by Force Majeure. The terms "Force Majeure" as used herein shall mean Acts of God, strikes, lockouts or other industrial disturbance, act of public enemy, war, blockages, insurrections, riots, epidemics, landslides, earthquakes, fires, storms, lightning, flood, washouts, civil disturbances, explosion, Governmental Export/Import

Restrictions, Government actions/restrictions due to economic and financial hardships, change of priorities and any other causes similar to the kind herein enumerated or of equivalent effect, not within the control of either party and which by the exercise of due care and diligence either party is unable to overcome. The terms of this Contract shall be extended for such period of time as may be necessary to complete the work which might have been accomplished but for such suspension. If either party is permanently prevented wholly or in part by Force Majeure for period exceeding 4 (four) months from performing or accepting performance, the party concerned shall have the right to terminate this Contract immediately giving notice with full particulars for such Force Majeure in writing to the other party, and in such event, the other party shall be entitled to compensation for an amount to be fixed by negotiations and mutual agreement.

If a Force Majeure situation arises, the Bidder shall promptly notify State Life in writing of such conditions and the cause thereof. Unless otherwise directed by State Life in writing, the bidder shall continue to perform its obligations under the Contract as far as is reasonably practicable, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

12. Award of Contract

- a. Subsequent to comprehensive Technical & Financial Evaluation by designated Technical Evaluation Committee and recommended/endorsed by CPC. Successful evaluated bidder will be identified as per predetermined Technical-cum-Financial Evaluation criterion.
- b. Results of evaluation process will be uploaded on PPRA's website for (15) working days.

13. Delivery Plan

- a. Successful bidder has to supply the required items, services and hardware within three (03) months from the date of issue of the work order.
- b. No advance payment will be made
- c. After-sales services during warranty period will be provided on-site as per standard warranty terms & condition.

14. Support Services

Vendor is required to provide support services after providing equipment. Support shall include the vendor to provide support for supplied item/ Equipment maintenance or upgrades for a period of Three years after delivery to ensure smooth operations.

15. Signing of Agreement

- a. Upon acceptance of the Bid, successful bidder shall execute agreement with the State Life Insurance Corporation of Pakistan on a non-judicial stamp paper of Rs. 100/- containing the terms and conditions in the form prescribed by the State Life with (15) days from the day of acceptance of the work order.
- b. The agreement shall be governed and interpreted in all respects in accordance with the law of Pakistan.
- c. In case of any dispute, Divisional Head (IT) State Life is the final arbitrary authority to settle the matter and the vendor will be liable to accept the decision. Whereas contractor shall be implied in any action commenced and further to enforce of any decree or order.

16. Mode of Payment

State Life Insurance Corporation of Pakistan, Payment shall be made as per the following schedule, subject to satisfactory certification from the IT Division:

- **35%** – Upon satisfactory on-site delivery, deployment, and performance of the required items/services and equipment.
- **35%** – Upon successful installation and configuration of the required items with issuance of commissioning certificate by IT Division.
- **30%** – Upon completion of the project, successful testing, and final acceptance by SLIC. after the completion of task **“Installation, Configuration and Maintenance of Video Conference System”** on submission of invoice along with a satisfactory service performance acknowledgment obtained by designated user / administrative in-charge.

17. Termination of Agreement

State Life Insurance Corporation shall have the right to terminate the agreement wholly or partially by giving a notice of 60 days to contractor upon his failure to provide satisfactory services.

Annexure - A

Sample Template for Financial Proposal

S No.	Item	Unit Cost	Tax	Unit Cost inclusive Tax	Qty .	Total Cost including Tax
1	Supply of video conference hardware	E	F	E+F	N	(E+F)*N
2	Installation, Configuration and integration of all video conference system.					
3	Three (03) years maintenance SLA of all video conference system.					
Total						G1

Basis of Payment

- a) No advance payment or mobilization advance will be allowed
- b) The bid bond of the successful bidder shall be discharged after requisite Performance Guarantee has been furnished and contract has been signed.
- c) Bidders are advised to bid in PKR only, bids in other currencies will not be entertained.
- d) Quoted prices shall be inclusive of all applicable taxes.
- e) Full and final payment will be made on:
 - i. Satisfactory on-site delivery/ deployment and performance of required items/services and equipment.
 - ii. Obtaining successful commissioning certificate from users.

Integrity Pact

Contract No. _____ Dated _____

Contract Value: _____

Contract Title: _____

..... [name of Supplier] hereby declares that it has not

obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan (GoP) or any administrative subdivision or agency thereof or any other entity owned or controlled by GoP through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

[name of Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[name of Supplier] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [name of Supplier] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.

Name of Buyer:

Name of Seller/Supplier:

..... Signature:

Signature:

[Seal]

[Seal]