



**STATE LIFE**  
INSURANCE CORPORATION OF PAKISTAN

Principal Office  
State Life Building No.11  
Abdullah Haroon Road  
Karachi -75530  
Phone : 021-99204521  
Fax No. 92-91-99204577

Central Procurement Div.  
Dated: 04-03-2025

**CORRIGENDUM-II**

**Tender Notice No. BANCA/PO/07/2025 Printing of 17 Different Printing items for Bancassurance Division,**

This refers to our Tender Notice No. BANCA/PO/07/2025 has been uploaded on PPRA/SLIC Websites and the EPADS System for Printing of 17 Different Printing Items for Bancassurance Division as mentioned above.

The new date of opening may be read as following;

**“25-03-2025 ”**

All other contents of the subject advertisement will remain unchanged.

Regards;

  
Central Procurement Division,  
State Life Insurance Corporation of Pakistan  
10 Floor, State Life Building No. 11,  
Abdullah Haroon Road, Karachi.  
Phone: 021-99204521





**STATE LIFE**  
INSURANCE CORPORATION OF PAKISTAN

Principal Office  
State Life Building No.9  
Dr. Ziauddin Ahmed Road  
Karachi -75530  
Phone : 9202800-9 Lines  
Fax No. 92-91-9202845  
UAN No. 111-111-888

Dated: 04-03-2025

**Corrigendum-II**

**TENDER NOTICE # BANCA/PO/07/2025**

**PRINTING OF 17 DIFFERENT ITEMS FOR BANCASSURANCE**  
**DIVISION FOR THE YEAR 2025.**

Technical and Financial bids are invited in accordance with PPRA rules, (through EPADS) under 'Single Stage – Two Envelope Procedure', from printers registered with GST/Income Tax Department, own offices and phone/fax numbers, for the printing of "17 Different Items for Bancassurance Division for the year 2025".

Detailed specifications and Terms and Conditions are mentioned in the following Tender Document:

**TENDER DOCUMENT**

**SPECIFICATIONS / DELIVERY SCHEDULE**

| S # | Description of Items.<br>No.BANCA/PO/07/2025                                                                                                                                             | Quantity.           | Delivery<br>Schedule                                                             | Closing<br>date and<br>time for<br>submission<br>of bids | Date/Time<br>for opening<br>of Technical<br>bids |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|----------------------------------------------------------------------------------|----------------------------------------------------------|--------------------------------------------------|
| 1   | <b>Proposal Form.</b><br>Size: 8¼" x 23" one fold<br>Paper: 100grams Imported<br>Offset with numbering<br>Color: 2 Color on both Sides<br>Printing with numbering<br>(Sample Available). | Nos.80,000<br>Forms | Within 20<br>working<br>days after<br>final proof<br>and test run<br>on machine. | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |



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| S # | Description of Items.<br>No.BANCA/PO/07/2025                                                                                                                                                                         | Quantity.                                                                     | Delivery<br>Schedule                                                             | Closing<br>date and<br>time for<br>submission<br>of bids | Date/Time<br>for opening<br>of Technical<br>bids |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|----------------------------------------------------------------------------------|----------------------------------------------------------|--------------------------------------------------|
| 2   | <b>Need Analysis Form.</b><br>Size: 8¼" x 11 ½ ", 2 pages:<br>80grams Imported Offset<br>Color: 2 Color on both sides<br>Printing.<br>(Samples Available).                                                           | Nos. 80,000<br>Forms.                                                         | Within 20<br>working<br>days after<br>final proof<br>and test run<br>on machine. | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |
| 3   | <b>Auto Debit form. (UBL)</b><br>Size: 8¼" x 11¼" Paper:<br>NCR white, Blue & Pink<br>Color. (2 colors on front and<br>one color Printing on back<br>side). Urdu & English with<br>numbering.<br>(Sample Available). | Nos. 30,000<br>UBL Forms<br>Sets. (Each<br>Set consist-<br>ing of 3<br>pages. | Within 15<br>working<br>days after<br>final proof<br>and test run<br>on machine. | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |
| 4   | <b>Disclaimer Form. (UBL)</b><br>Size: 8¼" x 11¼", 2 pages<br>(2 color printing on both<br>sides) Paper: 80grams<br>Imported Offset.<br>(Sample Available).                                                          | Nos. 30,000<br>Forms.                                                         | Within 15<br>working<br>days after<br>final proof<br>and test run<br>on machine. | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |
| 5   | <b>Auto Debit form. (HBL)</b><br>Size: 8¼" x 11¼" Paper:<br>NCR white, Pink & Green<br>Color. (2 colors printing<br>front and one color back<br>side). with numbering.<br>(Sample Available).                        | Nos. 30,000<br>HBL Forms<br>Sets. (Each<br>Set consist-<br>ing of 3<br>pages. | Within 15<br>working<br>days after<br>final proof<br>and test run<br>on machine. | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |
| 6   | <b>Disclaimer Form. (HBL)</b><br>Size: 8¼" x 11¼" 2 pages:<br>(2 color printing on both<br>sides) Paper: 80grams<br>Imported Offset.<br>(Sample Available).                                                          | Nos. 30,000<br>Forms.                                                         | Within 15<br>working<br>days after<br>final proof<br>and test run<br>on machine. | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |
| 7   | <b>Suitability Form. (HBL)</b><br>Size: 8¼" x 11¼" 2 pages:<br>(2 color printing on both<br>sides) Paper: 80grams<br>Imported Offset.<br>(Sample Available).                                                         | Nos. 30,000<br>Forms.                                                         | Within 15<br>working<br>days after<br>final proof<br>and test run<br>on machine. | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |

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| S # | Description of Items.<br>No.BANCA/PO/07/2025                                                                                                                                                                                                                                                                                                                                                                                               | Quantity.                                                                     | Delivery<br>Schedule                                                             | Closing<br>date and<br>time for<br>submission<br>of bids | Date/Time<br>for opening<br>of Technical<br>bids |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|----------------------------------------------------------------------------------|----------------------------------------------------------|--------------------------------------------------|
| 8   | <b>Auto Debit form. (NBP)</b><br>Size: 8¼" x 11¼" Paper:<br>NCR white, Pink & Green<br>Color. (2+1 colors printing<br>front and one color back<br>side). with numbering.<br>(Sample Available).                                                                                                                                                                                                                                            | Nos. 30,000<br>NBP Forms<br>Sets. (Each<br>Set consist-<br>ing of 3<br>pages. | Within 15<br>working<br>days after<br>final proof<br>and test run<br>on machine. | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |
| 9   | <b>Disclaimer Form. (NBP)</b><br>Size: 8¼" x 11¼" 2 pages:<br>(2+1 color printing on both<br>sides) Paper: 80grams<br>Imported Offset.<br>(Sample Available).                                                                                                                                                                                                                                                                              | Nos. 30,000<br>Forms.                                                         | Within 15<br>working<br>days after<br>final proof<br>and test run<br>on machine. | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |
| 10  | <b>Policy File Cover (Blue<br/>File).</b> Size: 9¾ x 25 (Open<br>Size) Card: Box Board<br>Imported 350grams, One<br>Color Printing with light<br>Blue Ground with Clip &<br>Cloth Pasting.<br>(Sample Available).                                                                                                                                                                                                                          | Nos. 50,000<br>File Covers                                                    | Within 20<br>working<br>days after<br>final proof.                               | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |
| 11  | <b>Policy Document Covers<br/>(Jacket Covers) –</b><br>Size: 19" x 12" (Open)<br>9½" x 12" (Finish)<br>Pockets: 6" x 8¾" sliding<br>Pasted (one fold from<br>horizontal side).<br>Card: 300 Grams Bleach<br>Card excluding of<br>lamination. Weight.<br>Lamination Card will be<br>laminated from front side<br>including inside pockets.<br>Printing: Front 4 colors<br>printing with ground<br>including Pockets.<br>(Sample Available). | Nos. 50,000<br>Folders                                                        | Within 20<br>working<br>days after<br>final proof.                               | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |

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| S # | Description of Items.<br>No.BANCA/PO/07/2024                                                                                                                                                | Quantity.               | Delivery<br>Schedule                                                             | Closing<br>date and<br>time for<br>submission<br>of bids | Date/Time<br>for opening<br>of Technical<br>bids |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|----------------------------------------------------------------------------------|----------------------------------------------------------|--------------------------------------------------|
| 12  | <b>Brown Window Envelopes</b><br>Size 10" x 12" (Window<br>Size 4½" x 1¾"), Paper:<br>Brown Paper 70grams Local<br>Color: One Color Printing.<br>(Sample Available).                        | Nos.50,000<br>Envelopes | Within 20<br>working<br>days after<br>final proof.                               | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |
| 13  | <b>Schedule Form.<br/>(Latter Head)</b><br>Size: 8¼" x 11¼" Paper:<br>100grams Imported Offset<br>Color: 2 Color Printing with<br>Ground with one side<br>Printing.<br>(Samples Available). | Nos.50,000<br>Forms     | Within 20<br>working<br>days after<br>final proof<br>and test run<br>on machine. | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |
| 14  | <b>DGH Form.</b><br>Size: 8¼" x 11¼" Paper:<br>(1 color printing on one<br>sides) Paper: 80grams<br>Imported Offset.<br>(Sample Available).                                                 | Nos.10,000<br>Forms     | Within 10<br>working<br>days after<br>final proof<br>and test run<br>on machine. | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |
| 15  | <b>Amendment Form.</b><br>Size: 8¼" x 11¼" Paper:<br>(1 color printing on one<br>sides) Paper: 80grams<br>Imported Offset.<br>(Sample Available).                                           | Nos.5,000<br>Forms      | Within 7<br>working<br>days after<br>final proof<br>and test run<br>on machine.  | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |
| 16  | <b>Policy Revival Form.</b><br>Size: 8¼" x 23" one fold<br>Paper: 100grams Imported<br>Offset with numbering<br>Color: 2 Color on both Sides<br>Printing<br>(Sample Available).             | Nos.10,000<br>Forms     | Within 10<br>working<br>days after<br>final proof<br>and test run<br>on machine. | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |
| 17  | <b>Medical Report Form.</b><br>Size: 8¼" x 23" one fold<br>Paper: 100grams Imported<br>Offset with numbering<br>Color: 2 Color on both Sides<br>Printing<br>(Sample Available).             | Nos.5,000<br>Forms      | Within 10<br>working<br>days after<br>final proof<br>and test run<br>on machine. | 25.03.2025<br>at 11:00 a.m                               | 25.03.2025<br>at 11:30 a.m                       |

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Delivery of printing items at Bancassurance Division SLIC Karachi Office, (Principal Office).

### **TERMS AND CONDITIONS**

- 1- Bidders should provide the name of firm, complete address, Telephone No, Fax No, Email Address and web address (if any).
- 2- Bidder must visit office to see samples / specimens of 17 different printing items before submission of bids on EPAD System.
- 3- **The quantity of printing items may be increased / decreased at the time of issuing purchase order.**
- 4- All Bids would be evaluated item wise.
- 5- Bidders are required to upload their bids on EPADS system as per laid down PPRA procedure for single stage two-envelope method i.e separate "Technical Proposal" and "Financial Proposal" respectively and clearly marked as "**Printing of 17 Different Items for Bancassurance Division P.O**". However, bid security in shape of pay orders must be submitted at the address given in tender notice / document before closing time else tender will be rejected.
- 6- Initially only Technical Proposals will be opened and downloaded from EPADS on the opening date and time as given tender notice / document. Time and date for opening of Financial Proposals of technical qualified bidders will be announced after finalization of Technical Evaluation and will be announced on EPADS system accordingly.
- 7- There will be a two-stage evaluation of bids. Technical evaluation will be held first. Minimum overall 60% with minimum 50% in each of the four categories listed below is required for the bidders to technically qualify. Financial bid of only technically qualified bidders would be opened.
  - a) Details of type of printing machines (one color, two colors or four colors).
  - b) Whether have the in-house facilities of, i) film processing or CTP,
  - c) ii) plate making or CTP, iii) cutting, iv) binding.
  - d) Number of years of experience in printing.
  - e) Number and nature of existing clients.

**NOTE: Facility of Standby Generator is a mandatory requirement.**

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- 8- The Most advantageous Bid would be accepted.
- 9- Bid Security shape of Pay Order/Bank Drafts for item No-01 of Rs.20,000/-, for item No-02 of Rs.7,000/-, for item No-03 of Rs.8,000/-, for item No-04 of Rs.3,000/-, for item No-05 of Rs.8,000/-, for item No-06 of Rs.3,000/-, for item No-07 of Rs.3,000/-, for item No-08 of Rs.8,000/-, for item No-09 of Rs.3,000/-, for item No-10 of Rs.40,000/-, for item No-11 of Rs.50,000/-, for item No-12 of Rs.7,000/-, for item No-13 of Rs.6,000/-, for item No-14 of Rs.1,000/-, for item No-15 of Rs.500/-, for item No-16 of Rs.2,000/-, for item No-17 of Rs.1,000/-, in favour of State Life Insurance Corporation of Pakistan as earnest money. The same will be returned immediately to un-successful bidders after completion of formal procedure and to successful bidder after issuance of purchase order / signing of contract. However, successful bidder will be required to submit performance guarantee of 2% (value of Job Order) in shape of bank guarantee (valid for entire time period of completion of job) in favor of State Life Insurance Corporation of Pakistan at the time of issuance of purchase order / signing of contract and will be released after satisfactorily completion of job.
- 10- No bid will be accepted without bid security.
11. All the bids must include G.S.T. and all other taxes, in case, these are not categorically shown, it is considered that quoted prices inclusive of all taxes.
12. Bid validity: The bids submitted shall hold good for a minimum period of 90 days from the date of bid opening.
13. If the successful bidder fails to supply the material as per purchase order, the bid performance guarantee will be forfeited.
14. Competent Authority reserves the right to reject all bids or proposal any time prior to the acceptance of a bid or proposal in the light of PPRA rules.

(Muhammad Tajamul)  
Divisional Head,  
Central Procurement Division,  
State Life Insurance Corporation  
of Pakistan, Principal Office,  
10<sup>th</sup> Floor, State Life Bldg. # 11.  
Abdullah Haroon Road,  
Karachi.  
Phone # 021-99204521



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## **TECHNICAL EVALUATION – POINTS SCORING CRITERIA / FORM**

### **Max. Points**

|                     |                                                                                                                                                                                                                                                                 |            |
|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| a)                  | Details of type of printing machines i.e. one color, two colors or four colors. (Maximum 02 Machines in each cadre will be qualify to score points)<br>08 points each for four color,<br>04 points each for two color,<br>02 points each for one color machine. | 28         |
| b)                  | Whether the bidder has the in-house facilities of<br>i) film processing or CTP, ii) plate making or CTP,<br>iii) cutting, iv) binding.<br>(Six points for each facility).                                                                                       | 24         |
| c)                  | Number of years of experience in printing.<br>(Three points for each complete year.<br>Minimum 5 years).                                                                                                                                                        | 30         |
| d)                  | Number and nature of existing clients.<br>(Two points for each Corporate/Multinational/<br>Govt./ Semi Govt. Organization).                                                                                                                                     | 18         |
| <b>Total Points</b> |                                                                                                                                                                                                                                                                 | <b>100</b> |

**Note:** Minimum 50% score in each of the above categories with over all 60% score is required to qualify for financial bid.

### **Mandatory requirements:**

- 1) Facility of Standby Generator is a mandatory requirement.
- 2) GST registered.
- 3) Not black listed.

