



STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

BID DOCUMENT

FOR

**PURCHASE OF DESKTOP COMPUTERS ALONG
WITH SOFTWARE FOR ALL DIVISIONS AND
DEPARTMENTS**

TENDER NOTICE No.SLIC/PO/37/2023

**STATE LIFE INSURANCE CORPORATION OF PAKISTAN
PRINCIPAL OFFICE, KARACHI.**

2024

**GENERAL SERVICES (P&GS DIVISION)
2ND FLOOR PRINCIPAL OFFICE, STATE LIFE BUILDING No.9
DR. ZIAUDDIN AHMED ROAD, KARACHI-75530**

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 purchase Desktop Computers along with Software for all Divisions and Departments (Principal Office), Karachi.

2. Detail Specification & Quantities / Schedule:

Detailed specifications and estimated quantity for required equipment is as under:-

S.N	Item/ Specifications	QTY
01	Desktop Computers (Branded); Processor: Core i7, 12 th Gen or higher, 4.4 GHZ, Intel or Eq Motherboard: Branded Motherboard Compatible with above Processor. Graphics Card: Compatible built-in. SSD: 512 GB. Ram: 16 GB, DDR-IV or higher Extendable to 32GB. Ethernet: 10/100/1000 (with Gigabit Support) and wifi, Branded Keyboard, Mouse, USB 3.0 (2), HDMI, Headphone output. LED Monitor: 19.5", FHD- SVA Antiglare. MS-Windows-11 (OEM-Release) or Eq. MS-Office 2021 Home & Business (Licensed) or Eq. Antivirus: Kaspersky, Trendmicro (Licensed) or Eq	16
	Desktop Computers (Branded); Processor: Core i5, 12 th Gen or higher, 3.40 GHz Turbo Boost up to 4.4 GHz, Intel or Eq Motherboard: Branded Motherboard Compatible with above Processor. Graphics Card: Compatible built-in. SSD: 512 GB. Ram: 08 GB DDR-IV or higher Extendable to 16GB. Ethernet: 10/100/1000 (with Gigabit Support) and wifi, Branded Keyboard, Mouse, USB 3.0 (2), HDMI, Headphone output. LED Monitor: 19.5", FHD- SVA Antiglare. MS-Windows-11 (OEM-Release) or Eq. MS-Office 2021 Home & Business (Licensed) or Eq. Antivirus: Kaspersky, Trendmicro (Licensed) or Eq	19
	Desktop Computers (Branded); Processor: Core i3, 12 th Gen or higher, 2.50 GHz Turbo Boost up to 4.4 GHz, Intel or Eq Motherboard: Branded Motherboard Compatible with above Processor. Graphics Card: Compatible built-in. SSD: 512 GB. Ram: 08 GB DDR-IV or higher Extendable to 16GB. Ethernet: 10/100/1000 (with Gigabit Support) and wifi, Branded Keyboard, Mouse, USB 3.0 (2), HDMI, Headphone output. LED Monitor: 19.5", FHD- SVA Antiglare. MS-Windows-11 (OEM-Release) or Eq. MS-Office 2021 Home & Business (Licensed) or Eq. Antivirus: Kaspersky, Trendmicro (Licensed) or Eq	31
	Total	66

01 year Local Warranty for all items

Tender enquiry No	SLIC/PO/37/2023
Closing date & time for submission of bids	20-02-2024 up to 11:00 a.m
Date & time of opening of Technical bids	20-02-2024 at 11:45 a.m

Delivery and after sales service of Consignment:

Delivery and after sales service of items at State Life Insurance Corporation of Pakistan's Karachi office (Principal Office) and at other offices within territorial jurisdiction of Karachi.

TERMS AND CONDITIONS

3. Bidders should provide the name of firm, complete postal address, Telephone No, Fax No, Email address and web address (if any).
4. Bidders are required to upload their bids on EPADS systems 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 **"Desktop Computers along with Software for all Div/ Deptt.** 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.
5. Initially only Technical Proposals 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 Proposals of technically qualified bidders will be announced after finalization of Technical Evaluation and will be announced on EPADS system accordingly.
6. There will be a two-stage evaluation of bids. Technical evaluation will be held first (details as per Annex-A). Financial bid of only technically qualified bidders would be considered for further processing and will be evaluated as per (Annex-A).
(Technical evaluation of bids / point scoring criteria is available with bidding document).
7. The Most Advantageous Bid would be accepted (as per Annex-A).
8. Bid Security will be returned 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 Rs.500,000/=in shape of bank guarantee (valid for entire warranty period) in favor of SLIC at the time of issuance of purchase order/ signing of contract and will be released after expiry of warranty period (Bank Guarantee specimen attached at Annex-B).
9. No bid will be accepted without bid security.
10. All the participating bidders are required to submit Integrity Pact along with technical bid.

11. All the bids must include all government taxes.
12. Most Advantageous bidder will be required to deliver items within (04) weeks after issuance of Purchase Order.
13. The bids submitted shall hold good for a minimum period of 90 days from the date of bid opening.
14. The quantity of items may vary at the time of issuing purchase order.
15. Warranty of the items will start from the date of delivery.
16. If the successful bidder fails to supply the items as per purchase order, the bid security will be forfeited.
17. 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.
18. All the information provided by the bidder must be verifiable.
19. Bid Security of the successful bidder will be forfeited if the items are not delivered within due time or extended delivery time. In case of a genuine reason regarding delay in delivery the successful bidder shall inform immediately and the delivery time may be extended at the discretion of state Life.
20. If the 1st lowest evaluated/ Most Advantageous fails to supply the items and bid money is confiscated by the State Life then the old Purchase order will be cancelled and new Purchase Order will be issued to the 2nd lowest Evaluated Bidder/ Most Advantageous bidder with approval of the Competent Authority.

(Imran Hussain)
Departmental Head
General Services Department
State Life Insurance Corporation of Pakistan
Principal Office,
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Dr. Ziauddin Ahmed Road, Karachi.
Phone: 021-99204521

1. Technical-Cum-Financial Evaluation:**(Annex-A)**

The technical evaluation of each item will be carried out as given below. 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 60% Weight, using Weighted Average Formula

$$= (100 - ((\text{Highest Point} - \text{Points Secured}) / \text{Highest Points} * 100)) * 0.6$$

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 40% Weight, using Weighted Average Formula

$$= (100 - (\text{Quoted Bid} - \text{Lowest Bid}) / \text{Lowest Bid} * 100) * 0.4$$

$$\text{Most Advantageous Bid} = \text{Weighted Average Technical Score} + \text{Weighted Average Financial Score}$$

2. The State Life will apply following evaluation criteria and point system to evaluate the technical bids:

S No.	Criterion	Total Points
1.	Proven Experience of responding firm in relevant services & industry (Related Category) (05 points for each completed year, Max.=20 Points)	20
2.	No. of successfully deployed Category related Projects by responding firm in relevant services & industry. (4 points for each related project, Max.= 16 Points)	16
3.	Nature of partnership of the bidder with Manufacturer / Principal Company for related Category. (Principal Company = 14, Sole Distributor = 12, Authorized Business Partner = 10, Authorized Reseller = 09, Agent of distributor or Principal Company = 06)	14
4.	Brand Rating, Compatibility & Modularity and Scalability of offered solution. (Cat-C=04, Cat-B=06, Cat-A=10)	10
5.	Availability and Strength of support Capability of the firm in the field of related Category (No/Poor=0, Average=4, Good=6, Excellent=10)	10
6.	Financial Capabilities of last 3 years should also be provided. (Annual Report for each year/ Tax Return for each year =2 points)	10
7.	Previous experience with SLIC's with similar services. (No=06, Good=10)	10
8.	Presentation of Bid Documents as per given criteria. (Average=06, Good=10)	10
	Total	100

Note: 60% technical and 40% financial on weighted average formula as given above. The firm having less than 60% technical score in each category of above Criterion and overall as well, will technically disqualify and shall not be considered for at the time of opening financial bids.