



**STATE LIFE**

INSURANCE CORPORATION OF PAKISTAN

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**BID DOCUMENT**

**FOR**

**THE PURCHASE OF ELECTRICAL ITEMS FOR ALL  
DIVISIONS/ DEPARTMENTS**

**TENDER NOTICE No.SLIC/PO/30/2023**

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

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**2023**

**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 Electrical Items for all Division/ Departments (Principal Office), Karachi.

## 2. Detail Specification & Quantities / Schedule:

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

S.N	Item/ Specifications	QTY
01	False Ceiling Fan Type: Capacitor, Blades: 03 Size: 16" Sweep: 400MM RPM: 1475 Air Delivery:45m <sup>3</sup> /min Power:55 Watts Service Value:28.91 ft <sup>3</sup> /min/Watt Warranty: 5 year	05
02	(A)Pedestal Fan Type: Capacitor, Blades: 04 Size: 24" Sweep: 600MM RPM: 1475 Air Delivery: 170m <sup>3</sup> /min Power: 125 Watts Service Value: 48.02 ft <sup>3</sup> /min/Watt Warranty: 5 year	27
	(B)Bracket Fan Type: Capacitor, Blades: 04 Size:18" Sweep: 600MM RPM: 1475 Air Delivery: 108m <sup>3</sup> /min	27

	Power: 95 Watts Service Value: 40.26 ft3/min/Watt Warranty: 5 year	
03	<p>Photocopier Machine</p> <p>Copy Speed (BW): up to 25 ppm(A4),up to 12 ppm (A4R)</p> <p>First copy out time (A4)(BW): approx.. 7.4 seconds</p> <p>Copy resolution (dpl): 600X600</p> <p>Multiple copies: Up to 9,999 copies</p> <p>Copy Density: Automatic or Manual (9 Levels)</p> <p>Magnification: 25%-400% (1% Increments) Preset reduction/enlargement 25% to up to 400%</p> <p>Type: Optional Duplexing Automatic documents feeder(2sided to 2slded(DADF-AZ2) or Platen Cover AA1)</p> <p>Document feeder paper capacity (80gsm): DADF-AZ2 50 Sheets</p> <p>Acceptable originals and weights: documents feed media weight (1) Sided scanning 37 to 128 gsm(BW/CL) (2) Sided scanning 52 to 128 gsm (BW/CL)</p> <p>Page description languages: Standard UFR II, Optional PCL6, Adobe PostScript 3mt</p> <p>Direct Print: Supported file types: RUI.PDF, EPS, TIFF/JPEG, XPS</p> <p>USB Memory/Network Place: PDF, EPS, TIFF, JPEG, XPS</p> <p>Fonts: PCL fonts: 93 Roman, 10 Bitmap font, 2 OCR fonts, Andale Mono WT J/K/S/T (Japanese ,Korean simplified) PS fonts: 136 Roman</p> <p>Operating System: UFR II: Windows 7/8/10/Server2008/Server2008R2/Server2012/Server2012 R2/Server2016/Server2019, MAC OSX(10.10)</p> <p>Warranty: One year</p>	03

<b>Tender enquiry No</b>	<b>SLIC/PO/30/2023</b>
<b>Closing date &amp; time for submission of bids</b>	<b>06-11-2023 before 11:00 a.m</b>
<b>Date &amp; time of opening of Technical bids</b>	<b>06-11-2023 at 11:30 a.m</b>

**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)**

**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 submit their bids in a sealed large envelope, clearly marked "**Supply of Office Electrical items for Various Division/Departments**". This envelope should contain two smaller sealed envelopes clearly marked "Technical Proposal" and "Financial Proposal" respectively.
5. Initially only Technical Proposals will be opened in the office of Deptt'l. Head (GS), State Life, Principal Office, 2<sup>nd</sup> Floor, State Life Building # 9, Dr. Ziauddin Ahmed Road, Karachi, on the date and time as specified in the specifications & quantities / schedule above, in the presence of bidders or their representatives. Time and date for opening of Financial Proposals will be announced after finalization of Technical Evaluation.
6. There will be a two-stage evaluation of bids. Technical evaluation will be held first. Minimum overall 60% and in each category as well is required for the bidders to technically qualify. Financial bid of only technically qualified bidders would be opened.
  - i) Experience of bidders in sales / marketing of relevant equipment.
  - ii) Financial Capabilities.
  - iii) Number of existing clients provided with similar equipment.
  - iv) List of professionals on permanent strength- for installation and after sales services  
**(Technical evaluation of bids / point scoring criteria is available with bidding document).**
7. The Most Advantageous Bid would be accepted.
8. Financial Proposals shall accompany a Pay Order/Bank Draft of the 100,000 of the total bid amount in favor of State Life Insurance Corporation of Pakistan as bid security. The same will be returned immediately to un-successful bidders after completion of formal procedure and to successful bidder after satisfactory delivery of all items.

9. No bid will be accepted without bid security.
10. All the bids must include all applicable government taxes.
11. The bids submitted shall hold good for a minimum period of 60 days from the date of bid opening.
12. The quantity of items may vary at the time of issuing job order.
13. If the successful bidder fails to supply the items as per purchase order, the bid security will be forfeited. 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.
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.
15. All the information provided by the bidder must be verifiable.
16. Earnest money of the successful bidder will be forfeited if the items are not delivered within due time or extended delivery time.

(Imran Hussain)  
Departmental Head  
General Services Department  
State Life Insurance Corporation of Pakistan  
Principal Office,  
2<sup>nd</sup> Floor, State Life Bldg. No.09  
Dr. Ziauddin Ahmed Road, Karachi.  
Phone: 021-99204521



# **STATE LIFE**

## **INSURANCE CORPORATION OF PAKISTAN**

### **TECHNICAL EVALUATION OF BIDS / POINT SCORING CRITERIA**

	<b><u>Max.Points</u></b>
1. Experience of bidder in sales / marketing of relevant equipment <i>(05 points for each complete year)</i>	25
2. Financial Capabilities <i>(Annual Report for each year/ Tax Return for each year =5 points)</i>	25
3. Number of Existing Clients provided with similar Equipment <i>(05 points for each Corporate / Multinational / Govt./ Semi- Govt. Client)</i>	25
4. List of Professionals on permanent strength- for installation and after Sales services <i>05 points for each qualified personnel)</i>	25
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	Total Points: 100

Note:

Minimum 60 % score is required Technically Qualify in each category and over-all as well.