



STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

BID DOCUMENT

FOR

**THE PURCHASE OF LAPTOP FOR VARIOUS
EXECUTIVE STATE LIFE PRINCIPAL OFFICE
TENDER NOTICE NO.SLIC/PO/15/2024
STATE LIFE INSURANCE CORPORATION OF
PAKISTAN PRINCIPAL OFFICE, KARACHI.**

2024

**CENTRAL PROCURMENT 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 of Laptop for Various Executive (Principal Office), Karachi.

2. Detail Specification & Quantities / Schedule:

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

S.#	Item Specifications	Qty
01	<ul style="list-style-type: none"> • Intel Core i7 13th Generation (12 cores or higher) At least 4.4 GHz or Higher • 16 GB RAM DDR-V • Storage(Hard Drive) 1 TB SSD NVMe • 15.6" LED (or higher) FHD (1920x1080) IPS • 2GB (or higher) Graphics Memory Card (Compatible) • Microsoft Windows 11 pro (Operating System) or Equivalent • Antivirus licensed Kaspersky or Equivalent (01 year License) • Microsoft 365 Personal (one (01) Year subscription) • Laptop Bag • One(01) year local warranty 	8
Tender enquiry No		SLIC/PO/15/2024
Closing date & time for submission of bids		18-04-2024 before 11:00 am
Date & time of opening of Technical bid		18-04-2024 at 11:30 am

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

1. Bidders should provide the name of firm, complete postal address, Telephone No, Fax No, Email address and web address (if any).
2. 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 "**Purchase of Laptop's for Various Executives**". 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.
3. 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.
4. There will be a two-stage evaluation of bids. Technical evaluation will be held first. Financial bid of only technically qualified bidders would be considered for further processing.
(Technical evaluation of bids / point scoring criteria is available with bidding document).
5. The Most Advantageous Bid would be accepted.
 - 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).
6. 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 01% 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-A).

7. No bid will be accepted without bid security.
8. All the participating bidders are required to submit Integrity Pact along with technical bid.
9. All the bids must include all government taxes.
10. Most Advantageous bidder will be required to deliver items within (04) weeks after issuance of Purchase Order.
11. The bids submitted shall hold good for a minimum period of 90 days from the date of bid opening.
12. The quantity of items may vary at the time of issuing purchase order.
13. Warranty of the items will start from the date of delivery.
14. If the successful bidder fails to supply the items as per purchase order, the bid security will be forfeited.
15. 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.
16. All the information provided by the bidder must be verifiable.
17. 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.
18. 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.

(Muhammad Tajamul)
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State Life Insurance Corporation of Pakistan
Principal Office,
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TECHNICAL EVALUATION OF BIDS / POINT SCORING CRITERIA

	<u>Max.Points</u>
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

	Total Points: 100

Note:

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

