

INVITATION TO BID
[For the Purchase of Furniture & Fixture, Electric and Hiring of Canteen Services
for Faisalabad Zone]

State life Insurance Corporation of Pakistan, Faisalabad Zone invites sealed financial bids from the Active National & Sales Tax Registered (Where Applicable) Firms/General Order Suppliers for supply of **Furniture & Fixture, Electric and Hiring of Canteen Services**.

2. Bidding documents, containing detailed terms and conditions, etc. are given below with 03 different parts i.e a,b &c. Bidding documents can also be downloaded from (www.statelife.com.pk free of cost.

3. The bids, prepared in accordance with the instructions in the bidding documents, must reach at 06th Floor, State Life Building-2, Liaqat Road, Faisalabad on or before 13-09-2022 at 11:00 am. As the tender has 03 parts i.e a,b &c, so each bid contain with separate envelope including technical & financial which clearly mentined on the side of envelope for which the tender is submitted i.e tender a, tender b or tender c. Bids will be opened the same day at 11:30 pm. This advertisement is also available on PPRA website at www.ppra.org.pk.

Aamir Sattar Malik (Incharge P&GS)

06th Floor, State Life Building-2, Liaqat Road, Faisalabad
Phone # 041-9201737, 03009653536
E-Mail pgsfsdzn@statelife.com.pk

TENDER NOTICE NO. FZ/P&GS/SZM/01/2022

A- Tender Documents for the Purchase of Furniture, Fixture & Electric Items for Faisalabad Zone.

The Federal Government owned Autonomous Corporation invites sealed Tenders from Active National & Sales Tax Registered (Where Applicable) Firms/General Order Suppliers for supply of the following “Furniture, Fixture & Electric Items” on the below noted Terms & Conditions: -

TERMS AND CONDITIONS

1. Tender will be close on 13-09-2022 11:00 am while the tender will be open on same date at 11:30 am.
2. The bidding firm will submit CDR (Cheque/Cash not accepted) in favour of State Life Insurance Corporation of Pakistan, Faisalabad Zone @ 5% of the total value involved along with the quotation concerned as bid security (Quotation without or less CDR will not be accepted), while the CDR will be released after the completion of PPRA requirements.
3. The bidder will have to attach copies of their Company Profile, Experience Related Documents, Managerial Capacity, Financial Position, Active STN (Where Applicable) with the tender. This use for Evaluation Criteria for prequalification of Bidders, as every slot has 10 marks except CDR & Active Status of NTN which is compulsory, while for qualification minimum 30 marks are required for each vender, and it has 20 % weightage in most advantage bid.
4. The successful bidder will provide 05% of qualifying items in form of CDR as Performance Guarantee (In case of company guarantee, performance guarantee is not required), this performance guarantee and initial CDR will be released after 03 month of supplied items.
5. The bidding Firms or general order suppliers, in question, will be bound to supply the required items as a whole consignment within a week or so, relevant to the trade of his/her firm, from the date of issuance of purchase order/supply order. The quotations will be given only of unit cost of items in question including All Taxes.
6. If the firm quote the rate without mentioning regarding tax, rate will be treated as included all taxes. In case of any type of Tax exemption, all valid required documents i.e Exemption Certificates, Deduction at port etc must attach with quotation and it is not accepted during the submission of bills and payment will be made without exemption.
7. The bidding firm showing most advantage bid which reflects from qualification criteria and lowest rate (which has 80% weightage) will be treated as most advantage bid i.e winner of the bid. The lower gross cost bidder will not be treated as winner except the criteria noted above.

8. Tenders, duly completed in all respect, must be reached to the under signed by hand / by courier / by post up to the closing date i.e. 13-09-2022 (11:00 AM Sharp).
9. Income Tax & Sales Tax will be applicable as per Federal Govt. policies from successful bidders and will be deducted as per rule.
10. Quotations rates will be considered as valid till 31-12-2022, once opened. The items in question will be supplied by the lowest bidder at the below noted address (refer to Annexure A).
11. All quoted and supplied items will be finally passed/inspection by our Zonal Technical/Graveness committee, on finding Sub-Standard quality of product and its specification, the deposited security may be forfeited in favour of the Corporation and other action may taken.
12. The Corporation reserves the right to cancel / reject any one or whole tender as per PPRA rules. The quantity of the items can be increased or decreased.
13. For specifications of "Furniture, Fixture & Electric Items", please refer to Annexure "A" at page 03 & 04 or visit the office.
14. The estimated cost for the tender is Rs.833,000/-

Organization: State Life Insurance Corporation of Pakistan, Faisalabad Zone

Method of Procurement: Single Stage, One Envelop

Bid Closing Dated: 13-09-2022 at 11:00 A.M

Bid Opening Dated: 13-09-2022 at 11:30 A.M



Contact Detail:

Aamir Sattar Malik (Incharge P&GS), 06th Floor, State Life Building-2, Liaquat Road, Faisalabad.

Office:041-9201737

Mobile: 0300-9653536

Annexure "A"

Sr. No.	Description of Item	Required Quantity
01	<p style="text-align: center;"><u>Air Conditioner 02 Ton</u> Inverter A.C 02 Ton Kenwood eSupreme <u>OR Equivalent</u></p>	01 No.
02	<p style="text-align: center;"><u>Scanner</u> Plus Teck Optic Slim 2610/2680 H <u>or Equivalent.</u></p>	04 No.
03	<p style="text-align: center;"><u>Printer (Dot Matrix Epson LQ-310)</u> (STD) Impact Printer Narrow carriage 24-pin SIDM High 416 CPS print speed at 12CPI 10,000 power on hour MTBF USB, Serial and Parallel ports with 01 year warranty or Equivalent</p>	03 No.
04	<p style="text-align: center;"><u>Water Cooler</u> Rehbar Water Cooler Plastic 37/55 Liter Capacity, 1/8 Compressor Danfoss Interior Steel Pipe (As per sample)</p>  <p>or Equivalent</p>	03 No.
05	<p style="text-align: center;"><u>File Rack</u> 4*7, Seven Rows, Central Partition Height 8ft, Width,4feet, Depth 1.5 Gray Color,22 gauge iron with angle frame, and feet cover iron, As Per Sample.</p> 	10 No.

TENDER NOTICE NO. FZ/P&GS/SZM/01/2022

B- Tender Documents for the Purchase of Furniture & Construction work i.e Roof Ceiling, Floor Tyling & Wall Paling for HRDD, Faisalabad Zone.

The Federal Government owned Autonomous Corporation invites sealed Tenders from Active National & Sales Tax Registered (Where Applicable) Firms/General Order Suppliers for supply of the following “Furniture, Fixture & Electric Items” on the below noted Terms & Conditions: -

TERMS AND CONDITIONS

15. Tender will be close on 13-09-2022 11:00 am while the tender will be open on same date at 11:30 am.
16. The bidding firm will submit CDR (Cheque/Cash not accepted) in favour of State Life Insurance Corporation of Pakistan, Faisalabad Zone @ 5% of the total value involved along with the quotation concerned as bid security (Quotation without or less CDR will not be accepted), while the CDR will be released after the completion of PPRA requirements.
17. The bidder will have to attach copies of their Company Profile, Experience Related Documents, Managerial Capacity, Financial Position, Active STN (Where Applicable) with the tender. This use for Evaluation Criteria for prequalification of Bidders, as every slot has 10 marks except CDR & Active Status of NTN which is compulsory, while for qualification minimum 30 marks are required for each vender, and it has 20 % weightage in most advantage bid.
18. The successful bidder will provide 05% of qualifying items in form of CDR as Performance Guarantee (In case of company guarantee, performance guarantee is not required), this performance guarantee and initial CDR will be released after 03 month of supplied items.
19. The bidding Firms or general order suppliers, in question, will be bound to supply the required items as a whole consignment within a week or so, relevant to the trade of his/her firm, from the date of issuance of purchase order/supply order. The quotations will be given only of unit cost of items in question including All Taxes.
20. If the firm quote the rate without mentioning regarding tax, rate will be treated as included all taxes. In case of any type of Tax exemption, all valid required documents i.e Exemption Certificates, Deduction at port etc must attach with quotation and it is not accepted during the submission of bills and payment will be made without exemption.
21. The bidding firm showing most advantage bid which reflects from qualification criteria and lowest rate (which has 80% weightage) will be treated as most advantage bid i.e winner of the bid. The lower gross cost bidder will not be treated as winner except the criteria noted above.

22. Tenders, duly completed in all respect, must be reached to the under signed by hand / by courier / by post up to the closing date i.e. 13-09-2022 (11:00 AM Sharp).
23. Income Tax & Sales Tax will be applicable as per Federal Govt. policies from successful bidders and will be deducted as per rule.
24. Quotations rates will be considered as valid till 31-12-2022, once opened. The items in question will be supplied by the lowest bidder at the below noted address (refer to Annexure A).
25. All quoted and supplied items will be finally passed/inspection by our Zonal Technical/Graveness committee, on finding Sub-Standard quality of product and its specification, the deposited security may be forfeited in favour of the Corporation and other action may taken.
26. The Corporation reserves the right to cancel / reject any one or whole tender as per PPRA rules. The quantity of the items can be increased or decreased.
27. For specifications of "Furniture, Fixture & Electric Items", please refer to Annexure "B" at page 03 & 04 or visit the office.
28. The estimated cost for the tender is Rs.680,000/-

Organization: State Life Insurance Corporation of Pakistan, Faisalabad Zone

Method of Procurement: Single Stage, One Envelop

Bid Closing Dated: 13-09-2022 at 11:00 A.M

Bid Opening Dated: 13-09-2022 at 11:30 A.M




Contact Detail:



Aamir Sattar Malik (Incharge P&GS), 06th Floor, State Life Building-2, Liaquat Road, Faisalabad.

Office:041-9201737

Mobile: 0300-9653536

“Annexure B”

<p>01</p>	<p style="text-align: center;"><u>Vanishing Blind</u></p> <p>5” Patti, Complete aluminum channel fine quality, with installation charges, at 10th floor in State Life Building (Which may visit). As per sample</p> 	<p>120 Sq.Feet</p>
<p>02</p>	<p style="text-align: center;"><u>Rostrum/Dias</u></p> <p>Length: 500mm, Width: 560 mm, Height: 1210 mm Material: Stainless steel and Wooden, Front State Life Monogram, As per sample</p> 	<p>01 No.</p>
<p>03</p>	<p><u>Floor Tiling.</u></p> <p>Rate should be in per square feet, 8mm matte/glaze polish tile (Master) 24*24 (GPD368) With complete Bound fitting, at 10th floor, As per sample or Equivalent</p> 	<p>1000 Sq. Feet</p>

<p>04</p>	<p><u>Ceiling (After to dismantling old ceiling)</u> Providing and installing ceiling at 10th floor (which can be visited for original space) Gypsum united 24*24 golden jali design, included cost of SMD light with fitting as electrical work, approximately 50 No. As per our selected Designs, Quantity can be increased or decreased on need basis. Rate should be per square feet. As per sample or Equivalent</p> 	<p>1250 Sq. Feet</p>
<p>05</p>	<p><u>Wall Paling.</u> Providing and installing Wall Paling at 10th floor (which can be visited for accurate measurement) PVC Wall Panel, As per sample design # CB 43 or Equivalent</p> 	<p>3500 Sq. Feet</p>

TENDER NOTICE NO. FZ/P&GS/SZM/01/2022

C-TENDER DOCUMENTS FOR HIRING OF CANTEEN / CAFETERIA SERVICES AT STATE LIFE BUILDING FAISALABAD ZONE/REGION

METHOD OF PROCUREMENT

Sealed Technical & Financial bids are invited in accordance with PPRA rules under "Single Stage –ONE Envelope Procedure" from NTN Registered Reputable Canteen Contractors /Caterers to provide hygienic and quality food at Canteen for the employees of State Life Insurance Corporation of Pakistan at State Life Building 2-liaquat road Faisalabad for a period of (01) one years, subject to satisfactory performance and mutual consent of the Contractor and State life.

Mandatory Requirements/Attachments

1. Copy of valid NTN Certificate
2. Proof of Active Tax Payer enlistment with FBR(current or previous year).
3. Bank statement of last 06 months
4. Draft/Pay order of Rs. 25,000/ in favor of SLIC will be refunded after one (1) month of the expiry of the contract.
5. Bidders are required to submit the following verifiable documents / information for **the Evaluation of Financial/Technical Proposals:**
 - a. Experience of bidder in Catering Services
 - b. Financial Capabilities (NTN & Bank Statement) (Registration with Tax authorities is a mandatory requirement else bid will be rejected).
 - c. iii) List of Existing Clients
 - d. iv) List of staff on Permanent Strength
 - e. v) Experience of Cook / Chef / Supervisor
6. The most advantageous bid would be accepted.
7. The prices must be stated both in words and figures.
8. Sealed bids/proposals should be submitted not later 11:00 AM on 13-09-2022 incomplete bid/proposal or those received after deadline will not be entertained.
9. Bids/proposals will be opened on 13-09-2022 at 11:30 AM.
10. The Corporation reserves the rights to accept or reject all bids/proposals under PPRA rules Terms & Condition.
11. The contractor shall be responsible for provision of following equipment/furniture to operate canteen:
 - a) 1xDeep Freezer & 1xRefrigerator.
 - b) Cooking Range.
 - c) 1xMicro-wave Oven.
 - d) Glass showcase/counter/stands for display of items, Table, chairs, furniture etc.
 - e) Crockery, utensils etc.
 - f) Any other item necessary for canteen.
12. Canteen will be used exclusively for SLIC Officers, Staff, Visitors and their Guests etc. The Contractor shall be bound to give subsidized rates for Food Items as per List attached. He will be bound to strictly observe the quoted rates during the

contract period. Quoted rates may be revised subject to mutual consent in case of any to major price hike.

The contractor will observe/display per week menu of meals (lunch) with rates. Also a list of items available to be displayed with rates. Canteen will be kept open from 09:00 A.M to 05:00 P.M and/or as per directives/schedule of the Corporation. Contractor will sell the food stuff at the rates approved by the Authority as per list attached.

13. The contractor will maintain quality of food and services up-to the satisfaction of the management. A penalty up-to maximum to Rs. 500/- per complaint will be imposed subject to verification by the management.
14. Contractor will maintain adequate supply of fresh, good quality and whole–some food stuff offered for sale and render efficient service.
15. SLIC is not responsible for any type of payment to the vendors from where contractor is purchasing items.
16. The contractor shall be responsible for upkeep, cleanliness of the canteen premises. A penalty of Rs. 1,000/- may be charged if any complaint will be noted during the surprise visit by the management
17. The contractor will be responsible for collection of outstanding dues, if any, from customers (employees). Institute, in any way, will not be responsible in the matter.
18. The Contractor will be responsible to provide services on different floors of State Life building as well as with in Canteen along with Proper Crockery, i.e. Using Hotpot/Tea Port etc. Contractor will arrange ceramic crockery of good quality duly approved by the State Life at his own cost in the canteen and properly maintain them throughout the period of the contract.
19. The contractor will bring necessary human resources required to run the Facility up to satisfactory level of management. The contractor will be responsible for provision of detail of employees to Corporation along with COVID certificates. The Waiter/Cook will wear the proper uniform as decided by Committee. Waiters/Bears will not be less than 18 years of age and will be vaccinated. Any change in employment / Discharge of duty of any waiter/bearer along with his identity Card will be communicated to the SLIC Management.
20. The contractor shall use edible oil & ghee of any of following or equivalent brands (Dalda, Kashmir, Kisan, Mezan, Habib). Recycled or low quality, non-branded oil/ghee shall not be allowed.
21. The Contractor will not be allowed to sub-let the work to any other firm(s) /person(s) or contractor(s).
22. State Life will provide following services to the contractor free of charge a. canteen space (indoor) at 12th floor b. electricity c. Gas d. Wasa Water Supply & Contractor will provide subsidized rates of the food items
23. The contract will be for a period of 01 Year from the date of commencement and the Contractor is not allowed to subletting the canteen working.
24. The Contractor will obey all the laid down SOP's of Real Estate department (RED) of State Life.

25. Contract can be terminated by either side on 30 days' advance notice. However, contractor will be bound to provide service during notice period.

26. In case of any dispute, conflict etc., decision of the grievance committee will be final and binding.

For Further Information Please Contact

Organization: State Life Insurance Corporation of Pakistan, Faisalabad Zone

Method of Procurement: Single Stage, One Envelop

Bid Closing Dated: 13-09-2022 at 11:00 A.M

Bid Opening Dated: 13-09-2022 at 11:30 A.M

Contact Detail:

Aamir Sattar Malik (Incharge P&GS), 06th Floor, State Life Building-2, Liaquat Road, Faisalabad.

Office:041-9201737

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RATE / LIST OF FOOD ITEMS

S.No.	Description of Food Item	Proposed Qty/ Weight	Subsizes Quoted rate(Rs)
"A"	<u>Rice</u>		
1	Chicken Biryani	Chicken 75 grams (1/8piece) with 200 grams rice	
2	Beef Biryani	200 grams (net off)	
3	Vegetable Rice/ Boiled Rice	250 grams	
4	AalooPulao	250 grams (net off)	
"B"	<u>Vegetable</u>		
5	One Seasonal Vegetable	150 grams	
6	One mix Vegetable	150 grams	
"C"	<u>Daal</u>		
7	Daal Mash	150 grams	
08	DaalMasoor	150 grams	
09	Curry Pakora	150 grams with two Pakoras	
"D"	<u>Meat</u>		
10	Aaloo Gosht (Beef)	100 grams with gravy	
11	Anda Channa	175 grams with gravy with one boiled egg	
12	Chicken Korma	100 grams Meat with gravy	
13	Nihari (Chicken)	100 grams Meat with gravy	
14	Haleem (Chicken)	200 grams with gravy	
"E"	<u>Bread</u>		
15	Naan	100 grams	

16	Chapati	60 grams	
“F”	<u>Salad</u>		
17	Green Salad	Quarter Plate	
18	Raita	Small bowl (100 ml)	
“G”	<u>Desserts</u>		
19	Ice cream / kulfi	Single scoop	
20	Kheer	Small bowl (per serving)	
21	Custard	Small bowl (per serving)	
22	Zarda with almonds and raisins	Quarter plate	
“H”	<u>Executive Dishes</u>		
23	Chicken Shashlik (Broiler of Normal Size)	150 grams meat with 200 grams rice (per serving)	
24	Steamed Chicken (Broiler of Normal Size)	¼ chicken piece with 200 grams rice and cole slaw	
25	Chicken handi (Broiler of Normal Size)	200 grams with Naans	
26	Chicken Karahi (Broiler of Normal Size)	200 grams with Naans	
27	Club Sandwich	With Cole slaw, French Fries and Chatni/ Raita	
28	Chicken Burger (Broiler of Normal Size)	With Cole slaw, French Fries and Chatni/ Raita	
29	Chicken Tikka (Broiler of Normal Size)	¼ piece of chicken with Naans and Chatni/ Raita	
30	SeekhKabab (Beef)	4 Seekhs with Naans and Chatni/ Raita (per serving) 220 gms	
“I”	<u>Beverages / Others</u>		
31	Soft Drink (Pepsi,Coke Fanta)	(Regular/300ml)	
32	Juice (Nestle)	(200ml)	
33	Mineral Water	(250 ml /500 ml)	
34	Biscuits	(ticky packs/half rolls)	
35	Tea (doodhpati)	Per Cup (100 ml)	
36	Tea(tea bag)	Per Cup (100 ml)	
37	Tea (plain)	Per Cup (100 ml)	
38	Green Tea	Per Cup (100 ml)	
39	Coffee Espresso	Per Cup (100 ml)	
40	Channa Chaat	125 grams	
41	Vegetable Patties	Standard Size	
42	Chicken Patties	Standard Size	
43	Fresh Seasonal Juice	Standard Size	
i)	Mango/Banana/Apple Shakes		
ii)	Fresh Orange/Appcot/Falsa Juice		

UNDER TAKING

I have read the terms and conditions of the canteen contract and I, hereby, undertake that I shall abide by these terms & condition and decisions of the management

Name Of Bidder.....

Signature.....

Technical Evaluation- Point Scoring Criteria

S.N	Description	Max Points	Secured Points	Remarks
01	Experience of bidder in food/ catering services. (05 points for each complete year)	20		
02	Financial Capabilities. 05 points for NTN (if not registered bid will be rejected), 05 points for Bank statement each year).	20		
03	List of existing clients. (04 points for each Corporate/ Multinational/ national/ Govt/ Semi Govt. Client)	20		
04	List of Professionals on permanent strength. (05 points for each qualified staff)	20		
05	Experience of / Chef/ Supervisor. (05 points for each complete year)	20		
	Total Points	100		

Note: Overall 60 % and 50% in each of the above categories score is required to technically qualify.