

STATE LIFE INSURANCE CORPORATION OF PAKISTAN
RAWALPINDI ZONE

TENDER NO.GS/RZ/PCs/PRINTERS/05/2022

TENDER NOTICE FOR PURCHASE OF PERSONAL COMPUTERS AND PRINTERS

The Sealed Bids are invited from reputable Vendors/Firms having their own setup/ Phone & Fax numbers, registered with Tax Authorities, Government of Pakistan, for the following procurement.

<u>Type of Procurement</u>	<u>QTY</u>	<u>Bid Security</u>	<u>Closing Date for Submission of Tender</u>	<u>Date of Opening of Tender</u>
Personal Computers & Printers	41 each	2%	03-10-2022 At 11:00 AM	03-10-2022 At 11:30 AM

2. The tender documents can be obtained from the office of the undersigned on any working day from 09:00 a.m. to 05:00 p.m. (Monday – Friday) on written request on company/firm’s letter head without any cost or down loaded from State Life and PPRA websites.

(Nisar Ahmed)
Incharge (P&GS)/Secretary,
Zonal Procurement Committee (ZPC),
State Life Insurance Corporation of Pakistan,
SLB-1, The Mall, Rawalpindi.
Phone: 051-9271295, Fax: 051-9271358
Dated 13-09-2022.

TO BE SUBMITTED BY THE VENDOR / FRIM

DGM/ IN-Charge (P&GS),
State Life Insurance Corp of Pakistan,
7th Floor, State Life Bldg. # 1,
The Mall,
Rawalpindi.

Dear Sir,

SUB:- **TENDER NOTICE NO.GS/ RZ/ PCs/PRINTERS/05/2022**
PURCHASE OF COMPUTERS & PRINTERS

Having gone through the Tender Document, terms & conditions, we hereby offer to provide the above procurement for a total amount of Rs._____ (Rupees _____) as per Tender Documents attached.

PO/DD/DR/CDR No. _____ dated _____ to be drawn on _____ for Rs. _____ is enclosed as Earnest Money/Security Deposit.

Thanking you,

Yours faithfully,

For and on behalf of Firm/ Vendor
Seal of Firm / Vendor

COMPUTER SYSTEMS & PRINTERS SPECIFICATIONS

S #	Specifications	Qty
01	<u>PERSONAL COMPUTER :</u> Processor: Intel Ci3, 3220 Processor 3 rd Generation or Equivalent Chipset: OEM/Intel Chipest H61 Memory: 4GB DDR3 RAM Hard Drive: 500GB SATA II Super Drive: Internal DVD Super Multi Drive Display: Integrated Intel HD Graphics Sound: Intergrated High-Defination Audio Mouse & Keyboard: USB & Optical (DOS) Chassis: Power Supply Tested Tower LED Display: 18.5" (<u>BRAND NEW ONLY</u>) (Acer/AOC/View Sonic/Philips/Dell/HP)	41 units
02	<u>PRINTER:</u> Ink Jet Printer HP Brand or equivalent.	41 units
03	Warranty: 1 year (Company/Brand Warranty is Mandatory for LED)	

Note:

1. Licensed CD of Operating System will be responsibility of the concerned users/ Officials therefore Vendors/Suppliers do not need to quote rate of the same.
2. The maximum price range of both the items (PCs & Printers) is Rs. 60,000/- inclusive of taxes.
3. The rates for each category of Printers should be quoted separately. However , procurement will be subjected if cost of both the items remains within the above mentioned cost range, otherwise only PCs will be purchased.

VENDOR/ FIRM PROFILE

Name of Vendor/ Firm

Registered Address

Telephone No.

Cell No.

Fax No.

E-Mail

Name of Official
(Who will represent vendor/
Firm on the day of tender
opening)

NTN No.

Sales Tax No.

Vendor/ Firm rep Signature

CNIC No.

Seal Of Firm

TERMS AND CONDITIONS OF TENDER & INSTRUCTIONS

Tender will be opened in the office of Incharge (P&GS)/ Secretary Zonal Procurement Committee, Zonal Office, State Life, 7th floor, State Life Building No 1 The Mall RWP, in the presence of the Vendors or their Representatives who wish to be present. The Single Stage – One envelope procedure will be adopted for opening of competitive Bids.

1. Bids should be sent along with a Pay Order/Bank Draft of 2% of the bid value in favor of State Life Insurance Corp of Pakistan RWP Zone as earnest money, which will be returned immediately after the completion of tendering process to the unsuccessful bidders and after satisfactory completion of delivery to successful bidder (s) respectively.
2. Tax Registration Certificate of FBR must be attached with tender.
3. The submission of Professional Certificate is mandatory for Vendor/ Supplier.
4. The successful Bidder (s) would have to provide Sample of PCs and Printers before delivery, for checking of quality/specs.
5. Bid validity period should at least for 60 days.
6. The quantity of PCs& Printers may increase/decrease as per requirement.
7. In case of sub-standard Supply by the successful Vendor/ Supplier the amount of Bid Security will be forfeited in favor of State Life.
8. All rates must be quoted inclusive of all applicable taxes.
9. The delivery time is 15-days after the issuance of Purchase Order.
10. The tender received after the due date & time will not be entertained. The in-time Submission of tender will be onus of bidder (s)
11. The envelope of Tender should be marked **“Tender for Personal Computers & Ink Jet Printers”**
12. The incomplete or conditional tender will not be entertained.
13. Only that Vendor/Supplier may participate in tender who fulfill its terms & conditions.
14. The Competent Authority reserves the right to accept or reject all Bids or Proposals any time prior to acceptance of a bid or proposal. However, State Life on request shall communicate any contractor who submitted a bid or proposal, the grounds for its rejection but not bound to justify the same as per PPRA rules.
15. The payment shall be made after supply of full consignment through cheque and no advance payment would be paid.
16. In case of any query please contact Mr. M. Hanif Abbasi Manager (P&GS) on phonen no 051-9272545.

Evaluation Criteria

1. National Tax Number.
2. GST registration Certificate.
3. Proof being Active Tax Payer.
4. Professional Tax Certificate.
5. Proof of Experience for supply of Computer equipment.
6. Copy of Income Tax Return of 2020-2021
7. Bid Security 02% (Return able)
8. Customer Satisfaction Certificate.

THE END

STATE LIFE INSURANCE CORPORATION OF PAKISTAN
RAWALPINDI ZONE

Dated : 00-00-2022

ATTENDANCE SHEET OF BIDDERS

TENDER NO.GS/RZ/PCs/PRINTERS/05/2022

S/No	Firm / Vendor Name	Rep Name	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Attendance Noted By:

(Mudassar Rehman)
A.M(P&GS)

