



TENDER NOTICE

**TENDER NOTICE FOR CAPITAL ITEMS FOR STATE LIFE ZONAL
OFFICE ABBOTTABAD ZONE.**

TENDER NO.PGS/SLIC/GS/ABT/HRDD/16/08/2023

State Life Insurance Corporation of Pakistan, Abbottabad Zone invites, Sealed Tenders (Single Stage, One Envelope Procedure) for State Life Zonal Office Abbottabad from eligible/ reputed firms/individuals who are registered GOP & FBR vendors & have minimum of at least FIVE years of relevant experience. The rates so quoted will be inclusive of all taxes.

Items Required	Date & Time of Purchasing of Documents	Tender Closing Date & Time	Tender Opening Date & Time	Bid Security
Brand New items One laptop & One PC with software along with One AC [split], One Maji Board as per mandatory specifications enclosed for State Life Zonal Office Abbottabad Zone	30-08-2023 09:30 am to 04:00 pm	30-08-2023 10:00 am	30-08-2023 10:30 am	5% of bid {CDR}

The advertisement is also available on the web site of PPRA, www.ppra.org.pk and State Life website www.statelife.com.pk, with enclosed mandatory specifications & terms and conditions. Single-stage, one envelope Tender procedure will be adopted. Documents will be opened at the date and time given above, at the below-mentioned address, in the presences of Bidders or their authorized representatives, in writing, who wish to be present. It may kindly be notified that **"NO"** refurbished / used items or quotations for the same be accepted.

In case of any query, please do not hesitate to contact Incharge (Personnel & General Services) State Life Insurance Corporation of Pakistan Mir Alam Shopping Plaza Manshera Road Jhangi, Abbottabad. [Tel: 0992-920013](tel:0992-920013), [Fax: 0992-920010](tel:0992-920010) from 10:00AM to 04:00PM

**Incharge Personnel & General Services,
Department, Mir Alam Shopping Plaza
Manshera Road Jhangi, Abbottabad.**



STATE LIFE

INSURANCE CORPORATION OF PAKISTAN
ABBOTTABAD ZONE
Mir Alam Shopping Plaza
Post office Jehangi
Mansehra Road
Abbottabad

PH : 0992-920014
FAX: 0992-920010

Date: 16/08/2023

MINIMUM MANDATORY SPECIFICATIONS OF DIFFERENT ITEMS WITH REQUISITE TERMS AND CONDITIONS FOR VENDORS

S.#	ITEM/DESCRIPTION	Quantity	Location	Remarks
1.	<u>DESKTOP COMPUTER {BRAND NEW- WITH SOFTWARE}</u> <ul style="list-style-type: none">• Core i5, 8TH Generation OR Higher.• 8GB Ram, HDD 1TB• DVD-R, Sound VGA LAN Built-in Wifi Card• LED 15" Landscape• Key Board+ Mouse Optical• Windows 10 Built-in M.S Office 2010	01	HRDD Abbottabad Zone	To be provided to SLIC Abbottabad Zone as per mandatory specification & conditions directions stated in the uploaded documents.
2.	<u>LAP TOP [BRAND NEW-WITH SOFTWARE]</u> <ul style="list-style-type: none">• Core i5, 8TH Generation OR Higher.• 8GB Ram, HDD 1TB• DVD-R, Sound VGA LAN Built-in Wifi Card• Metal Body• Windows 10 Built-in M.S Office 2010	01		
3.	<u>AIR CONDITIONER BRAND NEW {SPLIT}</u> <ul style="list-style-type: none">• AC/DC Inverter (Reversible)• 1 ton• Haier / Mitsubishi OR <u>EQUIVALENT</u>• With mandatory installation• 12000BTU• 4D Long air throw etc.	01		
4.	<u>MAGI BOARD BRAND NEW</u> <ul style="list-style-type: none">• Size 6ft x 4ft• With mounting / installation	01		

MANDATORY TERMS AND CONDITIONS FOR VENDORS:

1. The bid/quotations must be in sealed envelope.
2. The envelope must be addressed to Incharge P&GS /Secretary ZPC, State Life Ins Corp Mir Alam Shopping Plaza Manshera Road Abbottabad.
3. Last date for submission of quotations is 30/08/2023 at 10:00AM.
4. The quotations will be opened on the same day i.e. 30/08/2023 at 10:30AM.
5. The bidders (if wish so) or their authorized representative (in writing on letter head) can participate on the given date and time.
6. The bids are invited on **SINGLE STAGE** process with properly written on envelop of the items to be purchased i.e. **QUOTATION FOR:** _____ etc.
7. **The prices so quoted in the bids/quotations must be inclusive of all applicable taxes & will be treated as firm till the completion of work order.**
8. The lowest bid will be accepted & if the successful bidder fails to comply with quality / quantity & with our terms & conditions the items will not be accepted.
9. 5% Earnest money in shape of CDR is mandatory to be attached with the bid on the name of State Life Ins Corp Abbottabad Zone.
10. NO, bid will be accepted without earnest money as stated above.
11. The Corporation reserves the right to cancel/ reject any one or all the quotations/bids in accordance with rule (33) of PPRA.
12. Payment will be made after the proper checking & completion/supply of the demanded items as per SLIC Abt Zone mandatory specification & conditions.
13. Only one price for each item is admissible no rates/multiple or vogue rates for any item will surge for cancellation of the bid/s.
14. The Corporation reserves the right to increase /decrease or cancel the items keeping in view available budget & proposed rates.
15. No **Astray/ Frivolling** vendors {having No office, landline, Fax or business of repute} will be entertained/considered to participate in the bid process.
16. The bidders must have their proper business address, Landline & Fax number.
17. The bidders must be GOP & FBR Registered & status is as active Tax Payor.
18. Any relaxation in Tax (if any) by the government in lieu of Personal Computer / Lap top or electronic accessories a copy of certificate for such mandatorily be attached, otherwise the admissible taxes will be deducted as per SOPs of FBR/ Government of Pakistan.
19. **NO** refurbished/used quotations OR items will be accepted.
20. Any damaged/faulty item/s provided will be mandatorily, be returned to the vendor.
21. If any dispute so arises the SLIC Abbottabad Zone decision will be final under PPRA rules and NO further arguments will be accepted.
22. Annexure **"A" & "B"** mandatorily are to be filled & submitted.
23. It may kindly be noted that all transportation expenses/charges will be borne by the vendor / seller himself.

TO BE SUBMITTED BY THE FRIM / SERVICE PROVIDER
ON THEIR LETTER HEAD

Annexure "A"

INCHARGE (P&GS),
State Life Insurance Corp. of Pakistan,
Mir Alam Shopping Plaza Manshera Road
ABBOTTABAD.

SUB:- TENDER NOTICE NO: _____ PURCHASE OF: _____

Dear Sir,

Having gone through the Tender Document, terms & conditions, we hereby offer to provide the above services for a total amount of Rs. _____ (Rupees _____) as per Tender Document attached. CDR No. _____ Dated _____ from _____ Bank for Rs. _____ is enclosed as Earnest Money/Security Deposit.

Thanking you,

Yours faithfully,

For and on behalf of Firm / Service Provider
Seal of Firm / Supplier with Signature

VENDOR/ SELLER PROFILE

Annexure "B"

1. Name of Vendor/ Bidder: _____

2. Registered Address:

3. Telephone No:

4. Cell No:

5. Fax No:

6. E-mail:

7. NTN & ST No:

_____ & _____

8. CNIC No:

9. Name of Official:

(Who will represent the vendor / seller on the day of tender opening)

10. Signature of Vendor / Seller: _____

(Affixed with Official Seal)