



STATE LIFE
INSURANCE CORPORATION OF PAKISTAN

ZONAL OFFICE
QUEENS ROAD
SARGODHA
Tele: 048-3215519
Fax: 048-3215516
Email: pgssgdzn@statelife.com.pk

TENDER NOTICE NO.SGD/01/2020
10-02-2020

The Federal Government owned Autonomous Corporation invites sealed Tenders under single stage single envelope procedure, from reputable suppliers of office stationery & Stationery Printers from all over the Pakistan (preferably local suppliers for office stationery) registered with GST/FBR and having their own offices / shops with landline phone number, for the procurement of different printing and office stationery items for Zonal Office, Sargodha.

Tender Title: **PRINTING & STATIONERY ITEMS**

The detail of items with specification can be seen / downloaded from following websites:

<https://statelife.com.pk/index.php/tender-notices-1>

<https://www.ppra.org.pk/>

TERMS & CONDITIONS

- a) No bid will be entertained without earnest money equivalent to 05% of the bid value in favour of State Life Insurance Corporation of Pakistan in the form of Pay Order / Bank draft.
- b) The sealed quotations should reach to the Secretary Zonal Procurement Committee, State Life, Zonal Office, Queens Road, Sargodha up to **11 a.m. on 26th February, 2020.** The Envelop must bear the **"PRINTING & STATIONERY ITEMS"** at its right hand corner of the Envelop.
- c) Tender will be opened in the office of Secretary (ZPC) / Incharge P&GS (Personnel & General Services), State Life, Zonal Office, Queens Road, Sargodha on **26th February, 2020 at 11:30 a.m.** in the presence of Bidders or their representatives if available.
- d) The Competent Authority may reject all bids / proposals at any time prior to the acceptance of a bid or proposal. The competent authority shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.
- e) The estimated quantity of items mentioned above may vary at the time of issuing purchase orders.
- f) Bidding documents are available for the bidders at the below mentioned address.
- g) The bidders must attach copies of their NTN and GST certificates with the tender.
- h) Withholding Tax and Sales Tax shall be deducted as per laid down Government Policy from all payments.
- i) The firm / supplier will be bound to supply the required items at State Life, Zonal Office, Queens Road, Sargodha on the very short notice or at prescribed site with the territorial of Sargodha Zone, no cartage expenses shall payable.
- j) The rates shall be valid up till 31.12.2020 and printing orders shall be given on requirement basis.

GHULAM ABBAS MAIKEN
[SECRETARY]
Zonal Procurement Committee
Personnel & General Services Department
State Life Insurance Corporation of Pakistan
Sargodha Zone
Zonal Office, Queens Road, Sargodha
Tele: 048-3215519 / Telefax: 048-3215516