



STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

BID DOCUMENT

FOR

**PURCHASE OF DESKTOP COMPUTERS LASERJET PRINTERS,
DOT MATRIX PRINTER, SCANNER ALONG WITH SOFTWARE FOR
NEW BUSINESS DEPARTMENT**

**TENDER NOTICENO.SLIC/BNZ/01/2024
STATE LIFE INSURANCE CORPORATION OF PAKISTAN, ZONAL
OFFICE, NAWABSHAH (BENAZIRABAD).**

2024

**CENTRAL PROCUREMENT DEPARTMENT
ZONAL OFFICE, STATE LIFE MAIN DAUR ROAD,
NAWABSHAH -67450**

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, State Life Benaziranad Zone intends to purchase Desktop Computers, laser jet printers, Dot Matrix Printers, Scanners along with Software for New Business Department Zonal Office, Benazirabad (Nawabshah).

2. Detail Specification & Quantities/Schedule:

Detailed specifications and estimated quantity for required equipments as under:-

ITEM – 1 (MINIMUM SPECIFICATIONS)	DESKTOP COMPUTER INTEL® CORE I5 OR EQUIVALENT SPECIFICATIONS	QUANTITY	04
PARAMETERS			
Processor	Intel® Core i5 or Equivalent		
Processor Generation	12th Generation or higher (12 core or higher) at least 4.4 Ghz or higher		
RAM	8GB DDR-IV RAM or higher extendable to 16GB		
Hard Disk	1TB		
Graphic Card	Graphics Card compatible with supplied motherboard		
Connectivity	(Built-in/External)-10/100/1000 Ethernet Card with (GigaBit Support), -Wifi-Bluetooth		
Connectors	USB 3.0 (2), HDMI, Headphone Output, USB Type C		
Operating System	Microsoft Windows 11 or Latest Operating System Licensed (OEM Release)		
Software	MS-Office latest Version Licensed, antivirus Licensed (Kaspersky or Equivalent)		
LCD Display	Minimum 19" HD-SVA anti-glare Display		
I/O Devices	Branded USB Keyboard and Mouse		
Warranty	1 Year (or higher) Local		

ITEM – 2 (MINIMUM SPECIFICATIONS)	LASERJET PRINTER EQUIVALENT SPECIFICATIONS	QUANTITY	02
PARAMETERS			
Function	Print		
Print Technology	Laser		
Print Speed	Upto 20 ppm		
Copyspeed	Upto 20 cpm		
Duplex Printing	Auto		
Print Resolution	Upto 1,200x1,200 dpi		
Media Size Supported	A4, A5, A5 (LEF) B5 (JIS) Oficio Envelope (DL, C5)		
Wireless Capability	Yes		
Ethernet Compatibility	Yes		
Dimension	421.9x424x308.7mm		
Weight	8.58kg		
Warranty	1 Year or Higher Local		

ITEM – 3 (MINIMUM SPECIFICATIONS)	DOT MATRIX PRINTER LQ2190 EQUIVALENT SPECIFICATIONS	QUANTITY	01
PARAMETERS			
Technology			
Printing Method Impact dot matrix			
Number of Pins 24 pins			
Number of columns 136 columns			
Pins 24 Needles			
Print			
Printing Speed LQ: 10 cpi: 120 chars/s, 12 cpi: 144 chars/s, HighSpeed-Draft: 10 cpi: 480 chars/s, 12 cpi: 576 chars/s, Draft: 10 cpi: 360 chars/s, 12 cpi: 432 chars/s			
Carbon Copies 5 plus one original			
Printing Resolution 360 x 180 DPI			
Connectivity			
Interfaces USB 2.0, Ethernet interface (100 Base-TX / 10 Base-T) (optional), Type B interface, Bidirectional parallel, RS-232 (optional)			
Paper / Media Handling			
Document Feed Single sheet front and rear, Continuous media front and rear, Paper output rear			
Paper Formats Sheet Paper (single- and multi-layer), Continuous Paper (single- and multi-layer), Labels (single- and multi-layer), Roll Paper, Envelopes, Cardboard			
General			
Power consumption 46 Watt, 3 Watt (economy)			
Product dimensions 693 x 405 x 268 mm (Width x Depth x Height)			
Product weight 13 kg			
Supported Temperature Operation 5° C - 35° C			
Supported Humidity Operation 10% - 80%			
Compatible Operating Systems Windows 2000, Windows 7, Windows 8, Windows 98, Windows Vista, Windows XP, Windows XP x64			
Included Software Epson Status Monitor			
Mean Time Between Failures 20.000 hours			
Print Head Life 400 Million Strokes/Wire			
Noise Operation: 54 dB (A)			
Memory 128 kB Included			
Ribbon Yield 15000000 characters Black Draft			

Other Features
Emulations ESC/P2, IBM PPDS
Other
Warranty 12 months Carry in

ITEM – 4 (MINIMUM SPECIFICATIONS)	SCANNER EQUIVALENT SPECIFICATIONS	QUANTITY	01
PARAMETERS			
Specs as per	HP SCANJET PRO 3000 S4 / EPSON DS 530-II OR EQUIVALENT		

TenderenquiryNo	SLIC/BNZ/01/2024
Closingdate&timeforsubmissionofbids	08-05-2024upto11:00a.m.
Date&timeofopeningofTechnicalbids	08-05-2024at11:30a.m.

Delivery and after sales service of Consignment:

**Delivery and after sales service of items at State Life Insurance Corporation of Z o n a l office
NAWABSHAH. Benazirabad**

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 PPR procedure for single stage two-envelope method i.e. separate "Technical Proposal" and "Financial Proposal" respectively and clearly marked as **"Desktop Computers LaserJet Printers, Dot Matrix Printer, Scanner along with Software for New Business Department Benazirabad Zone"**. 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 (details as per Annex-A). Financial bid of only technically qualified bidders would be considered for further processing and will be evaluated as per (Annex-A).
(Technical evaluation of bids/point scoring criteria is available with bidding document).
5. The Most Advantageous Bid would be accepted (as per Annex-A).
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 2% of the quoted price in shape of pay order (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.
7. No bid will be accepted without bid security.
8. All the bids must include all government taxes.
9. Most Advantageous bidder will be required to deliver items within (02) weeks after issuance of Purchase Order.
10. The bids submitted shall hold good for a minimum period of 90 days from the date of bid opening.

11. The quantity of items may Increase/Decrease at the time of issuing purchase order.
12. Warranty of the items will start from the date of delivery.
13. If the successful bidder fails to supply the items as per purchase order, the bid security will be forfeited.
14. 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.
15. All the information provided by the bidder must be verifiable.
16. 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.
17. 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.

(Incharge)
Central Procurement Department/HR & Admin
StateLifeInsuranceCorporationofPakistan
Zonal Office,
State Life Main Daur Road,
Nawabshah (Benazirabad).
Phone:0244-386052

1. Technical-Cum-Financial Evaluation:

(Annex-A)

The technical evaluation of each item will be carried out as given below. Only those firms will be considered in the technical evaluation that have the required capabilities to meet the criteria specified to supply items listed and also technically qualify as per criteria and the judgment based on it as per the following formula:

Providing 60% Weight, using Weighted Average Formula

$$=(100 - ((\text{Highest Point} - \text{Points Secured}) / \text{Highest Points} * 100)) * 0.6$$

The financial proposal of only technically qualified bidders will be opened. However, the lower financial bid will have a prime upshot in the award of contract, as per following formula:

Providing 40% Weight, using Weighted Average Formula

$$=(100 - (\text{Quoted Bid} - \text{Lowest Bid}) / \text{Lowest Bid} * 100) * 0.4$$

$$\text{Most Advantageous Bid} = \text{Weighted Average Technical Score} + \text{Weighted Average Financial Score}$$

2. The State Life will apply following evaluation criteria and points system to evaluate the technical bids:

SNo.	Criterion	Total Points
	NTN/GST Registrations should be provided. (Mandatory)	Yes/No
1.	No. of successfully deployed Category related Projects by responding firm in relevant services & industry. (04 points for each category related project, Max.=20 Points)	20
2.	Brand Rating, Compatibility & Modularity and Scalability of offered solution. (Cat-C=4, Cat-B=8, Cat-A=16)	16
3.	Nature of partnership of the bidder with manufacturer / Principal Company for related Category. (Sole Distributor=14, Authorized Business Partner=12, Authorized Reseller= 8, Agent of distributor or Principal Company = 4)	14
4.	Proven Experience of responding firm in relevant services & industry (Related Category) (One point for each completed year, Max.=10 Points)	10
5.	Availability and Strength of support Capability of the firm in the field of related Category (1 to 10 Points), (Max.=10 Points).	10
6.	Financial Reports of last 03 years should also be provided. (Not Comply=00, Fully Comply=10)	10
7.	Previous experience with SLIC's in category related project (No=5, Good=10)	10
8.	Presentation of Bid Documents as per given criteria. (1 to 10 Points), (Max.=10 Points).	10
	Total	100

Note: 60% technical and 40% financial on weighted average formula as given above. The firm having less than 60% technical score in each category of above Criterion and overall as well, will technically disqualify and shall not be considered for at the time of opening financial bids.



STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

Tender Notice No. SLIC/BNZ/01/2024

**THE SUPPLY / DELIVERY OF DESKTOP
COMPUTER, LASER JET PRINTER, DOT MATRIX PRINTER, SCANNER FOR NEW BUSINESS
DEPARTMENT STATE LIFE BENAZIRABAD (NAWABSHAH)**

State Life Insurance Corporation of Pakistan (SLIC) invites sealed technical and financial bids through (EPADS) in accordance with PPRA Rules, under "Single Stage-two envelope procedure" from wellrecognized firms dealing in sale and services of **Desktop Computers, Laser Jet Printers, Dot Matrix Printer, Scanner along with Software**" for State Life Benazirabad Zonal Office Nawabshah. Intended bidders must be registered with Income Tax/Sales Tax Departments and having their own office and telephone/Fax no (if found contrary Tender will be rejected)

Title of Work	Earnest Money (Fixed)	Tender Closing Date & Time	Tender Opening Date And Time
The Supply/ Delivery of Desktop Computers, Laser Jet Printers, Dot Matrix Printer, Scanner (Specifications, Details, QTY and Terms & Conditions as perTenderDocument)	Rs.75,000/-	08-05-2024 At11:00 a.m.	08-05-2024 At11:30 a.m.

- Tender Notice along with Tender Document can be seen/downloaded from PPRA website i.e. www.ppra.org.pk alsotendernoticealongwithtenderdocumenthasbeenuploadedon EPADSystemand State Life website i.e. www.statelife.com.pk as well.
- Bids will be received only from those firms who are registered with PPRAfor e-procurement on E-PADS system for tendering in SLIC through their e-mail addresses which were provided bythem to PPRA at the time of their registration.
- Filled tenders must be submitted through their e-mail address latest by 08-05-2024 before 11:00 am. Technical Bid will be opened on the same day at 11:30 am
- State Life Insurance Corporation of Pakistan reserves right to accept/reject all bids in accordance with PPRA Rules.

(INCHARGE)

Central Procurement

Department /HR& Admin

Zonal Office, State Life Main Daur Road,

Nawabshah. (Benazirabad)

Tel:0244-386052

