

**STATE LIFE**

INSURANCE CORP. OF PAKISTAN

PESHAWAR ZONE

Tender Notice No.Printing/P&GS/PSH/003/2020

Sealed Financial bids are invited from pre-qualified/non-prequalified GST/NTN registered firms/Printers having own Office Phone/Fax Number (if found contrary the tender will be rejected) for the following Printing Items on below mentioned terms and conditions for the year 2020 (from 01.01.2020 to 31.12.2020)

| S.# | Description of Items | Qty | Delivery Schedule 2020 | Closing Date and Time of Bids for Submission | OpeningDate & Time of of Bids |
|-----|---|------------|--|--|-------------------------------|
| 1 | Medical Proposal Forms (5 Leavs 10 pages) 80 Gm Imported Paper (best quality), Size 11*8.5 " | 30000 Sets | Within 15 days after placement of supply | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 2 | Non-Medical Proposal Forms (4 Leaves 8 pages) 80 Gm Imported Paper (best quality), Size 11*8.5 | 60000 Sets | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 3 | Medical Juvenile form 3 pages 80 GM A4 Size | 500 Sets | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 4 | Non Medical Juvenile 80 GM A4 Size Double side printing | 500 forms | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 5 | Health Register card 13.5 * 10.5 80 gm (MKTG) | 500 forms | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 6 | Payment Voucher for S&AF 11*9" size 68 gm | 10 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 7 | Medical Expense Reimbursement form 68gm. Legal Size (MKTG) | 10 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 8 | Payment Voucher Marketing 12*11 68 gm. | 10 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 9 | Fresh Recruitment Form (3 pages) Legal Size 68 Gm | 60 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 10 | Sawalnama Form A4 68 gm (MKTG) | 60 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 11 | Nomination form A4 size 68gm.(MKTG) | 60 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 12 | Certificate Form SM & AM A4 Size 68 gm | 60 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 13 | Renewal of Registration (Double Side Printing) Legal size 68 Gm | 60 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 14 | Declaration & Statement form Legal Size (68 Gm) | 60 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 15 | Rule 11 form (Agcy) Legal Size 68 Gm | 60 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 16 | SA&F Form A4 Size 68 gm. | 10 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 17 | Requirement Letter for SR Appointment 68 Gm A4 Size | 40 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 18 | Renewal of Registration Letter/Notices A4 size (68 gm) | 30 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 19 | DP - 04 A Proforma 68 gm Legal size | 10 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 20 | Attachment / Detachment Letter SO/SM A4 Size 68 gm | 10 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 21 | Attachment / Detachment Letter SR A4 Size 68 gm | 10 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 22 | File Cover (Bleech Card) Steel Clip with agent data printing | 3000 | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |

| S.# | Description of Items | Qty | Delivery Schedule 2020 | Closing Date and Time of Bids for Submission | OpeningDate & Time of of Bids |
|-----|---|--------------|------------------------|--|-------------------------------|
| 23 | Coding Register (10 x 14) 80 gm 400 Leaves | 06 Nos | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 24 | Audit Progress report Legal size 70 gm | 30 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 25 | Audit Observation Sheet 10*7 68 gm | 30 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 26 | SM Confidential Report(68 GM) Legal Size | 10 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 27 | Proposal Position Register 13*8 size 80gm. 400 pages | 15 Registers | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 28 | ND Decleration for Revival of policies 68gms Legal size | 5 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 29 | File Cover (Bleech Card) with State Life Monogram & with steel clip | 3000 | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 30 | N D Endorsement 68gm. Legal size | 5 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 31 | Insurance Mohtasib Proforma A4 Size 68gm | 50 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |

| S.# | Description of Items | Qty | Delivery Schedule 2020 | Closing Date and Time of Bids for Submission | OpeningDate & Time of of Bids |
|-----|---|--------------|------------------------|--|-------------------------------|
| 32 | Policy Issuing Register 13*8 size 80gm. 400 pages | 15 Registers | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 33 | Policy Envelop (Size 13 x 10) | 25000 | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 34 | Medical Fee Proforma Legal Size 68 gm (Double Side Printing (MKTG)) | 15 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 35 | Requirement Letter (500 Pages per pad) A4 Size 68 Gm | 30 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 36 | Policy File Covere with plastic tape from Top with Steel Clip12*8.75" from one side | 25000 | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 37 | Maturity Claim form A4 Size 68 Gm | 50 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 38 | Maturity Cheque Covering Letter A4 Size 68 gm | 50 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 39 | Maturity Requirement Letter A4 Size 80 gm. | 20 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 40 | Death Claim Covering Letter A4 Size 80gm. | 20 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 41 | Claim Form A (Dawidar Ka Bayan) 80 Gm A4 Size Containing 2 Pages | 20 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 42 | Claim Examiner Report Legal Size 80GM | 20 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 43 | Medical Attendant Certificate Containing 2 pages 80 Gm A4 Size | 40 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 44 | Claim Form – C (Sanade Shanakht) 80 Gm A4 Size | 40 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 45 | CLAIM Form "AJAR KE SANAD" 80 Gm A4 Size | 40 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 46 | Covering Letter of D.V. (Urdu) A4 Size 80gm (Claim) | 20 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 47 | Discharge Voucher legal Size 68 gm (Claim) | 20 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 48 | Cheque Covering letter to Zonal Head A4 68 GM (Claim) | 10 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 49 | Cheque Covering Letter to Bank Legal Size 68gm. (Claim) | 20 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 50 | Urdu Letter (JAWAB ARZ) A4 Size 80 gm. | 300 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 51 | AIB Covering Letter Legal Size 68 GM | 10 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 52 | Claimants Statement (Legal Size) 68 gm. Containing 2 Pages | 10 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 53 | Medical Certificate A4 Size 68gm. (Contaning 2 Pages) | 10 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 54 | Cancellation Revalidation stubs 7*9 Size 68 gms | 200 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 55 | Declaration of Good health (DGH) A4 Size 68gms | 100 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 56 | Application for Revival (Non Medical) Double side printing 4 pages A4 Size 80 gms | 10000 forms | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 57 | Application for Revival (Medical) Double side printing 4 pages 80gms A4 size | 2000 forms | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 58 | Requirement Letter 3pages (3color) legal size 55gm. Flying paper | 200 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 59 | Pre Receipt Discharge Voucher A4 size 68gm (Claim) | 20pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |

| S.# | Description of Items | Qty | Delivery Schedule 2020 | Closing Date and Time of Bids for Submission | OpeningDate & Time of of Bids |
|-----|---|-------------|------------------------|--|-------------------------------|
| 60 | Cheque Dish. Intimation letter legal size 68 gm. | 50 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 61 | Three Specimen Signature letter 68gms A4 size (Claim) | 20 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 62 | Acknowledgement Receipt 68gms 7*6 size (Policy Documents) | 50 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 63 | Surrender paid Register 13*8 size 200 pages 80 gm. | 5 Registers | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 64 | Surrender Covering letter (Urdu) 68gms A4 size | 50 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 65 | Surrender Sector Head Proforma legal size 68GM | 50 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 66 | Policy Request Letter A4 size 68 gm. | 400 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 67 | Surrender Cheque Covering letter A4 size 68 gm | 200 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 68 | Manual Surrender Voucher legal size 68GM | 50 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |

| S.# | Description of Items | Qty | Delivery Schedule 2020 | Closing Date and Time of Bids for Submission | OpeningDate & Time of of Bids |
|-----|--|-------------|------------------------|--|-------------------------------|
| 69 | Loan application form 68gms legal size | 50 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 70 | Loan Assignment letter 8*5+6*5 size 68 gm | 100 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 71 | Loan Schedule 68gm. Legal Size | 30 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 72 | Continuation of Previous Assignment Legal Size 68 gm. | 30 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 73 | Loan Cheque covering letter (Urdu) 68gms A4 size | 30 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 74 | Loan & Interest Calculation Sheet (color paper) A4 size 80 gm. | 30 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 75 | Three Specimen Signature letter for loan double side 68gms A4 size | 100 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 76 | Option Change Letter 68gm A4 Size | 30 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 77 | Loan Intimation & Requirement Letter Legal Size 68 gm. | 30 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 78 | Special Revival Plan (legal size 68 gm.) | 5 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 79 | Spcial Revival Requirement Letter (A4 size 80 gm. | 5 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 80 | Special Revival endorsement 68gms A4 size | 5 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 81 | Special Revival Reinstatement of policy (A4 size 68gm. | 5 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 82 | Policy Transfer Letter A4 size 68 gm. | 15 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 83 | N.O.C. for transfer of policy (A4 size) 80gm. | 5 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 84 | Change of Nomination letter 68gm A4 size PHS | 5 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 85 | Change in policy letter 68gm. A4 size PHS | 10 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 86 | Premium deposit slip A4 size 68 gm. PHS | 10 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 87 | Complaint against Policy legal size 68Gm | 20 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 88 | Indeminty Bond legal size 68GM | 5 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 89 | Affidaivit legal size 68GM | 5 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 90 | Cheque Intimation Letter to NB A4 size 68gm | 50 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 91 | Loan & Advances Register 80 Gm Size 13*9.5 " (Double Side Printing) 250 Leaves (PAYROLL) | 2 ledger | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 92 | Petty Cash adjustment Register 2 pages color graphing 11*11(80 gm) | 3 Registers | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 93 | Schedule Book 4 color 400 pages 7 x 9 55 Gm | 2000 Books | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 94 | Cheque Register for Commission Section | 10 Register | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 95 | PR Books (4 color 400 pages) 6 x 8 (55 Gm) | 2000 books | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 96 | Daily Collection Statement legal Size 68 Gm (DCS) | 300 | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |

| S.# | Description of Items | Qty | Delivery Schedule 2020 | Closing Date and Time of Bids for Submission | OpeningDate & Time of of Bids |
|-----|---|----------|------------------------|--|-------------------------------|
| 97 | Cheque Issued Advice Legal Size 68 gm | 30 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 98 | Cheque Realization Pad F&A legal size 68GM | 20 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 99 | Credit note / Debit Note 68GM Legal size | 25pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 100 | Inter Office current account statement 68gm. Legal size | 20 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 101 | SMS Alert paid legal size 68 GM | 150 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 102 | B.M. Book (7.5 x 4) 55 GM Triplicate included carbon | 200 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 103 | Dr. consultation slip 12*6 68 gm. | 50 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 104 | Reference slip 12*6 - 68gm (double side printing) | 50 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 105 | Prescription slip 12*6 68gm (double side printing) | 50 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |

| S.# | Description of Items | Qty | Delivery Schedule 2020 | Closing Date and Time of Bids for Submission | OpeningDate & Time of of Bids |
|-----|--|------------|------------------------|--|-------------------------------|
| 106 | Medical ExpenseReimbursement form 68gm. Legal Size | 30 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 107 | Medical Declaration Form (double side printing) Legal Size 68 gm. | 05 Nos | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 108 | Iqrar Nama form 80gm legal size double side printing (Medical Cell) | 1000 forms | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 109 | Health card 13*10 size 80gm (double side printing) (Ledger P&GS) | 400 card | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 110 | Photo requisition slip 6*5 (68gm) | 50 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 111 | Stationery demand form 8*10 size (68gm) | 50 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 112 | Leave application form A4 size (68gm) | 100 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 113 | Late Sitting form A4 size (68gm) | 20 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 114 | Tour approval form A4 size (68gm) | 20 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 115 | Application for two months salery advance legal size 68gm | 20 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 116 | Petty cash voucher A4 size 68gm. | 100 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 117 | J.V. form 12*11size 68gm | 1000 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 118 | G.D.V. Form legal size 68gm (double side printing) | 2000 Pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 119 | Overtime form 13*8 size 68gm | 20 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 120 | Travelling proforma 13*8 size 68gm | 20 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 121 | Courier service ledger 15*9.5 size 80gm (double side printing)250 leaves 500 pages | 2 Register | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 122 | Letter Register 15*10 size 80gm (double side printing) 250 leaves 500 pages (or Chq Deposit Reg) | 2 Register | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 123 | Envelop 7*4.5 size White Window 80 gm | 200000 | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 124 | Envelope 8.5*5.5 size White window 80gm | 200000 | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 125 | Envelope 9*4 size Brown | 50000 | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 126 | Envelope 11*5 size Brown | 50000 | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 127 | Envelope 12*10 size Brown | 50000 | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 128 | Envelope 18*15 Brown | 2000 | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 129 | Envelope 18*15 Brown (with cloth) | 1000 | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 130 | General Pad A4 size 80gm | 100 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 131 | General Pad A4 size 68gm. | 100 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 132 | General Pad Legal size 80gm | 100 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 133 | General Pad Legal size 68gm. | 100 pads | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |

| S.# | Description of Items | Qty | Delivery Schedule 2020 | Closing Date and Time of Bids for Submission | OpeningDate & Time of of Bids |
|-----|--|------------|---------------------------|--|----------------------------------|
| 134 | Circular 4 color Art paper 115 gm Legal Size | 2000 forms | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 135 | Circular 3 color Art paper 115gm legal size | 2000 forms | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 136 | Circular 2 color Art paper 115gm legal size | 2000 forms | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |
| 137 | Circular 1 color Art paper 115gm legal size | 2000 forms | = do = | 30.12.2019 11:00 (AM) | 30.12.2019 12.30 (PM) |

| S.# | Description of Items | Qty | Delivery Schedule 2020 | Closing Date and Time of Bids for Submission | OpeningDate & Time of of Bids |
|-----|----------------------|-----|---------------------------|--|----------------------------------|
|-----|----------------------|-----|---------------------------|--|----------------------------------|

TERMS & CONDITIONS:

1. Bids should be sent along with a Pay Order / Bank Draft of the 03% of the value in favour State Life Insurance Corporation of Pakistan, Peshawar Zone as earnest money which will be returned immediately after completion of ZPC process to the un-successful bidders. No tender will be acceptable without 2% earnest money.
2. The rates should be valid for 1 Year. No increase of rates will be acceptable after the submission of tender.
3. On finding sub-standard quality as and when noticed during process, the deposit security will be forfeited in favor of the Corporation and the tender will be treated as cancelled.
4. The Firm/Suppliers in question will be bound to supply the required items within 15 days from the issuance date of supply order, on the address provided when ordered. The mentioned tender is Valid for a period of 1 Year and **all the orders will be placed accordingly to our budget and need.**
5. The bidders should attach their respective copies of NTN and Sales Tax Certificates. Order will be placed to bidders on lowest item rates.
6. The envelopes should be marked as "QUOTATION FOR PRINTING" and properly sealed. Sealed Tenders duly completed in all respects must be reached to the undersigned by Courier Service/by post during Office hours i.e. 09:00 am to 05:00 pm except Saturday and Sunday till the closing date / time as mentioned above.
7. The Rates provided should include all the Government Taxes.
8. The Corporation reserves the rights to cancel/reject any one or all the Tenders in accordance with rule (33) of Public Procurement Regulations.
9. Only one PRICE for each item is admissible. Multiple / vague / no rates for any item will amount to cancellation of the entire bid.
10. The number of quantity of items may DECREASE keeping in view the available budget.
11. The sealed tenders will be opened at the office of Incharge (P&GS) 3rd Floor, State Life Building 34 the Mall, Peshawar Cantt on 30/12/2019 12:30 (PM)

For further details the undersigned may be contacted during working hours in person or telephonically.

CONVENOR /INCHARGE (P&GS)

Zonal Procurement Committee

State Life Insurance Corporation of Pakistan

Peshawar Zone, State Life Building, 3rd Floor

34 The Mall, Peshawar Cantt

Contact: 091-9211588 /091-9211576-79

Fax: 091-9211580

Email: pgspshzn@statelife.com.pk