

TENDER NOTICE # SKT/PRTG/03/2023

Sealed financial bids as per single stage single envelope procedure are invited from reputable Printers registered with Sales Tax department, having own offices and phone /fax numbers (if found contrary the quotation will be rejected) for the Printing of different Printing Material, detail of which is given in Tender Documents which can be obtained from office of undersigned during Office hours by depositing the tender fee Rs. 1000/- (Non Refundable) on Cash Counter of State Life Insurance Corporation of Pakistan, Zonal Office, Sialkot.

Sr. #	Description	Delivery Schedule	Closing Date & Time for Submission of Bids	Date / Time for Opening of Bids
1	Misc Printing Material	Within 15-Days after receiving the Supply Order	June 14, 2023 at 11:00 Hrs	June 14, 2023 at 11:45 Hrs

Terms & Conditions

- 1 Bids may accompany a Pay Order / Bank Draft of the 02% of the bid value in favor of State Life Insurance Corporation of Pakistan as earnest money which will be returned immediately after issuance of Supply Order to un-successful bidders and after satisfactory completion of job to successful bidder.
- 2 No Bid will be accepted without earnest money
- 3 Bids shall be dropped / delivered by hand in Dispatch Section, P&GS Deptt, Sialkot Zone upto Tender Closing Time Bids will be opened in the office of Incharge Personnel & General Services Department, Siddique Plaza, Paris Road, Sialkot Zone in presence of bidders or their authorized agents who may attend the bids opening occasion at specified time & date. The authorised agent / representative hold authority letter with full authority to satisfy the management of State Life regarding specifications, price etc on the occasion, otherwise quotation of those having no authority letter will be rejected.
- 4 Bidder must submit sample of paper / card which shall be printed on issuance of Supply Order
- 5 Tender items rates will be valid up to 31-12-2023
- 6 01-Pad Contains 100-leaves
- 7 Financial evaluation bid shall be free from all types of errors e.g. computational, arithmetical & cutting / overwriting etc, overwritten, cutting offered rates shall not be considered
- 8 Specimen / Sample of each items are available in P&GS Department which can be seen / obtained during the office hours i.e. 09:00 am to 04:30 pm except Saturday & Sunday
- 9 Bids will be opened in the office of Incharge Personnel & General Services Department, Siddique Plaza, Paris Road, Sialkot Zone on the date and time as specified above in presence of those bidders or their authorized agents who wish to be present at the occasion
- 10 The envelope should be marked as Quotation for Printing Material 2023
- 11 Income Tax as per rule of the Government will be deducted at the source from the payment.
- 12 General Sales Tax as per the rule of the Government will be deducted at source from the payment
- 13 Procurement Committee reserves the right to decrease / increase the quantity for Supply as per requirement or may be float the schedule for items delivery as per availability of place for stock
- 14 Delivery Schedule = Successful Bidder shall supply the Printing Material within 15-Days upon issuance / receipt of Supply Order
- 15 The supplier will be responsible to supply the Printing material to the Stationery Store located at the Zonal Office building 3rd floor within 15-days on receipt / issuance of Supply Order
- 16 Bidding / Tender documents are available in the office of the undersigned which can be obtained during office hours (09:00am to 04:30pm) except Saturday & Sunday by depositing the Tender Fee (Non Refundable) Rs. 1000/- on Cash Counter of Zonal Office.
- 17 Sealed financial bids are invited from reputable office stationery suppliers registered with Sales Tax department, having own offices and phone /fax numbers (if found contrary the quotation will be rejected)
- 18 Competent Authority reserves the right to reject all bids or proposals at any time prior to acceptance of a bid or proposal. However State Life on request shall communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejections of all bids or proposals.

I, Bidder have read & understand all terms & conditions of tender # Skt/Prtg/03/2023, further I am agreed and abide these terms. Bidder Signature

(Secretary)
Zonal Procurement Committee,
State Life Insurance Corporation,
Siddique Plaza, Paris Road, Sialkot Zone.
Contact # 052-9250104