



PURCHASE OF LAPTOPS ALONG WITH SOFTWARE FOR I.T & ACTUARIAL DIVISION, STATE LIFE (PRINCIPAL OFFICE)

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 well reputed firms dealing in sale and services of IT equipment’s, registered with Tax Department having own offices and telephone no. (if found contrary Tender will be rejected) for the supply of “Laptops along with Software” for all I.T & Actuarial Division, Principal Office Karachi as per following details;

Title of Work	Earnest Money (Fixed)	Tender Closing Date & Time	Tender Opening Date and Time
Purchase of Laptops along with Software (Specifications, Details, QTY and Terms & Conditions as per Tender Document)	Rs.100,000	18-11-2024 At 11:00 am	18-11-2024 At 11:30 am

- Tender Notice can be seen/ downloaded from PPRA/ SLIC website i.e www.ppra.org.pk and www.statelife.com.pk also tender notice along with tender document has been uploaded on EPADS system as well.
- Bids will be received only from those firms who are registered with PPRA for e-procurement on E-PADS system for tendering in SLIC through their e-mail addresses which were provided by them to PPRA at the time of their registration.
- Filled tenders must be submitted through their e-mail address latest by 18-11-2024 before 11:00 am. Technical bids 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.

Departmental Head (CPD)
Central Procurement Division, 2nd Floor,
Principal Office, State Life Building No. 9
Dr. Ziauddin Ahmed Road, Karachi. (Pakistan)
Tel: 021-99204521



STATE LIFE
INSURANCE CORPORATION OF PAKISTAN

Tender Notice No.SLIC/PO/35/2024.

BID DOCUMENT

FOR

**PURCHASE OF LAPTOPS ALONG WITH
SOFTWARE FOR I.T & ACTUARIAL DIVISION
TENDER NOTICE No.SLIC /PO/35/2024
STATE LIFE INSURANCE CORPORATION OF PAKISTAN
PRINCIPAL OFFICE, KARACHI.**

2024

**CENTRAL PROCUREMENT DIVISION
2ND FLOOR PRINCIPAL OFFICE, STATE LIFE BUILDING No.9
DR. ZIAUDDIN AHMED ROAD, KARACHI-75530**

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, Corporation intends to purchase Laptops along with Software for I.T & Actuarial Division (Principal Office), Karachi.

2. Detail Specification & Quantities / Schedule:

Detailed specifications and estimated quantity for required equipment is as under: -

S.N	Item/ Specifications	QTY
01	Laptop; Processor: Core i7, 13 th Gen or higher, at least 4.4 GHZ, Intel or Eq Ram: 16 GB, DDR-V Extendable to 32GB. SSD: 2TB-SSD. Screen Size: 15.6", FHD Display or Higher. Graphics Card: Integrated Intel UHD Graphics (or eq) or higher. Ethernet: 10/100/1000 (with Gigabit Support) and wifi, Bluetooth. USB 3.0(2), HDMI, Headphone output, USB Type-C. Backlit Keyboard & Standard Mouse Pad, Webcam. MS-Windows-11 (OEM-Release) or Eq. MS-Office 2021 Home & Business (Licensed) or Eq. Antivirus: Kaspersky, TrendMicro (Licensed) or Eq With laptop bag (bag sample can be seen at contact address).	20
02	Laptop; Processor: Core i7, 13 th Gen or higher, at least 4.4 GHZ, Intel or Eq Ram: 16 GB, DDR-V Extendable to 32GB. SSD: 512GB-SSD. Screen Size: 15.6", FHD Display or Higher. Graphics Card: Integrated Intel UHD Graphics (or eq) or higher. Ethernet: 10/100/1000 (with Gigabit Support) and Wi-Fi, Bluetooth. USB 3.0(2), HDMI, Headphone output, USB Type-C. Backlit Keyboard & Standard Mouse Pad, Webcam. MS-Windows-11 (OEM-Release) or Eq. MS-Office 2021 Home & Business (Licensed) or Eq. Antivirus: Kaspersky, TrendMicro (Licensed) or Eq With laptop bag (bag sample can be seen at contact address).	02
	Laptop; Processor: Core i5, 13 th Gen or higher, from 3.4 GHZ turbo boost up to 4.4 GHZ, Intel or Eq Ram: 08 GB, DDR-V. SSD: 02 TB-SSD. Screen Size: 15.6", FHD Display or Higher. Graphics Card: Integrated Intel UHD Graphics (or eq) or higher. Ethernet: 10/100/1000 (with Gigabit Support) and Wi-Fi, Bluetooth. USB 3.0(2), HDMI, Headphone output, USB Type-C. Backlit Keyboard & Standard Mouse Pad, Webcam. MS-Windows-11 (OEM-Release) or Eq. MS-Office 2021 Home & Business (Licensed) or Eq. Antivirus: Kaspersky, TrendMicro (Licensed) or Eq With laptop bag (bag sample can be seen at contact address).	10
	Total	32

01 year Local Warranty for all items

Tender enquiry No	SLIC/PO/35/2024
Closing date & time for submission of bids	18-11-2024 up to 11:00 a.m
Date & time of opening of technical bids	18-11-2024 at 11:30 a.m

Delivery and after sales service of Consignment:

Delivery and after sales service of items at State Life Insurance Corporation of Pakistan's Karachi office (Principal Office) and at other offices within territorial jurisdiction of Karachi.

TERMS AND CONDITIONS

3. Bidders should provide the name of firm, complete postal address, Telephone No, Fax No, Email address and web address (if any).
4. Bidders are required to upload their bids on EPADS systems as per laid down PPRA procedure for single stage two-envelope method i.e separate "Technical Proposal" and "Financial Proposal" respectively and clearly marked as "**Laptops along with Software for I.T & Actuarial Division**". However, bid security in shape of pay order must be submitted at the address given in tender notice before closing date & time else tender will be rejected.
5. 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.
6. 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).
7. The Most Advantageous Bid would be accepted.
8. 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 total quoted bid) in shape of pay order in favor of SLIC at the time of issuance of purchase order/ signing of contract and will be released after expiry of warranty period
9. No bid will be accepted without bid security.
10. All the bids must include all government taxes.
11. Most Advantageous bidder will be required to deliver items within (04) weeks after issuance of Purchase Order.

12. The bids submitted shall hold good for a minimum period of 90 days from the date of bid opening.
13. The quantity of items may increase or decrease at the time of issuing purchase order.
14. In case of official holiday on closing date, the tender will be opened/ technical bids will be downloaded from the EPADS system on next working day on the same time.
15. Warranty of the items will start from the date of delivery.
16. If the successful bidder fails to supply the items as per purchase order, the bid security will be forfeited.
17. All the participating bidders shall sign and attach Integrity Pact as per format given at Annex-B.
18. 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.
19. All the information provided by the bidder must be verifiable.
20. In case of violation of rules, Black Listing proceedings may be initiated as per PPRA/ SLIC rules.
21. Performance guarantee 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.
22. If the 1st lowest evaluated/ Most Advantageous bidder fails to sign the contract/ receive purchase order/ deliver the items then the bid money will be confiscated by the State Life. Accordingly, 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, as per PPRA rules.

(Departmental Head)
Central Procurement Division
State Life Insurance Corporation of Pakistan
Principal Office,
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Dr. Ziauddin Ahmed Road, Karachi. Phone: 021-99204521

Annex-A



STATE LIFE
INSURANCE CORPORATION OF PAKISTAN

TECHNICAL EVALUATION OF BIDS / POINT SCORING CRITERIA

	<u>Max.Points</u>
1. Experience of bidder in sales / supply of respective Items <i>(05 points for each complete year)</i> <i>(Time of the experience will be calculated from the past purchase order)</i>	25
2. Financial Capabilities <i>(Annual Report for each year/ Tax Return for each year =5 points)</i> <i>(Annual tax return will be accepted with the annual turn-over of at least 01 million or above)</i>	25
3. Number of Existing Clients provided with Stationery Items <i>(05 points for each Corporate / Multinational / Govt./ Semi- Govt. Client)</i>	25
4. Proper office with designated staff for sales <i>05 points for each staff)</i>	25

Total Points: 100

Note:

Minimum 60 % score is required to Technically Qualify in each category and over-all as well.

Annex-B

INTEGRITY PACT

(the Seller/Supplier) hereby declares its intention not to obtain or- induce the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GOP) through any corrupt business practice.

Without limiting the generality of the foregoing, (the Seller/Supplier) represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission.

(The Seller/supplier) accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GOP under any law, contract or other instrument, be voidable at the option of GOP.

Notwithstanding any rights and remedies exercised by GOP in this regard, (the Seller/Supplier) agrees to indemnify GOP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation, to GOP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by (the Seller/Supplier) as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever from GOP.

Signature of Bidder