



## **STATE LIFE**

Insurance Corporation of Pakistan  
Faisalabad Zone

Phone # 041-9201737  
06<sup>th</sup> Floor, HR & Admin, State  
Life Building-2, Liaqat Road  
**Faisalabad**

### **TENDER NOTICE # FZ/HRA&P/001/Miscellaneous Items/2025.**

State Life Insurance Corporation of Pakistan, Faisalabad East & West Zone/Regional Office the Federal Government Owned Autonomous Corporation invites e-quotations Through EPADS under **Single Stage Two Envelope Procedure** from well Experienced & Well Reputed GST/IncomTax registered (Federal & Provisional) Firms/Manufacturer/Dealers /Suppliers having their own offices for Procurement/ Supply/Services for its Faisalabad (E) Zone, Faisalabad (W) zones as well as for Regional Office Faisalabad in following heads

**Printing, Stationery, Supply of Drinking Water, Supply Of Computer Parts Supply Of Electrical Parts, Cash Collection Van, Photocopies Services, Repair & Services of Computer, Repair & Services of Laser Printer & Toner, Repair & Services of Dot Matrix, Repair & Services of Cash Counting Machines, Repair & Services of UPS, Repair & Services of AC.Upgradation of Computer, Repair & Services of CCTV Cameras, Repair & Services of Furniture, Repair & Services of Car.**

The estimated cost of the tender is **Rs.23800000/-**-Tender Documents along with detailed terms & conditions/guideline can be seen/ downloaded on EPADS system i.e [www.eprocure.gov.pk](http://www.eprocure.gov.pk) OR [www.ppra.org.pk](http://www.ppra.org.pk) and State Life website i.e [www.statelife.com.pk](http://www.statelife.com.pk) as well.Bids will be received only from those firms who are registered on E-PADS system, **(No bid will be entertained by hand/courier, only CDR must be received physically before the tender opening time**

The bids must be prepared in accordance with the instructions in the bidding document and must be submitted through EPADS latest by **28-02-2025** before 11:00 am, while its technical bid will be open on **same date** at **11:30 am** on the below noted address. For detailed specification of printing, Stationery, Misc., Other services as mentioned above, you may visit [www.statelife.com.pk](http://www.statelife.com.pk) or [www.eprocure.gov.pk](http://www.eprocure.gov.pk) or contact to the undersigned within office hours.

### **Aamir Sattar Malik**

**Secretary Zonal Procurement Committee.**

SLIC, 6<sup>th</sup> Floor, State Life Building, 2-Liaqat Road Faisalabad

Contact No.

Ph: 041-9201737

Mob: 03009653536, 03047745769, 03216688137

**TENDER DOCUMENT**

**TENDER NOTICE # FZ/HR&A/01/Miscellaneous Items/2025**

State Life Insurance Corporation of Pakistan, Faisalabad East & West Zone/Regional Office the Federal Government Owned Autonomous Corporation invites e-quotations Through EPADS under **Single Stage Two Envelope Procedure** from well Experienced & Well Reputed GST/IncomTax registered (Federal & Provisional) Firms/Manufacturer/Dealers /Suppliers having their own offices for Procurement/ Supply/Services for its Faisalabad (E) Zone, Faisalabad (W) zones as well as for Regional Office Faisalabad in following heads on the below noted general terms and conditions.

Head	Detail						
Procurement/ Supply	Printing	Stationery	Photocopy Services	Supply of Drinking Water	supply of Electrical Parts	Cash Collection Van services	Supply of Computer Parts
Procurement/ Services	Repair & services of Computer	Repair & services of Laser Printer Toner	Repair & services of Dot Matrix Printer	Repair & services of Cash Counting Machine	Repair & services of UPS	Repair & services of AC	Upgradadtion of Computers
Procurement/ Services	Repair & services of CCTV Cameras	Repair & services of Furniture &Fixtures	Repair & services of Car				

Sr. No.	Work required in Sections.	Estimated Cost	Specifications.	Tender Batch #	CDR Req.For Earnest Money as well as Performance Guarantee	Financial bid Valid Up To
01	Printing	50 Lakh	Printing of different forms with different gramage and size.	<u>FZ/HRA&amp;P/01/A/25.</u>	<u>50000/-</u>	<u>28-02-2026</u>
02	Printing	06 Lakh	Printing of different flexes with diff. size & Making of Stainless Steel name plates with different names.	<u>FZ/ HRA&amp;P/ 01/B/25.</u>	<u>12000/-</u>	<u>28-02-2026</u>
03	Printing	02 Lakh	Making of stamps with different name and size.	<u>FZ/ HRA&amp;P/ 01/C/25.</u>	<u>6000/-</u>	<u>28-02-2026</u>
04	Stationery	50 Lakh	Purchase of different stationery items for office use.	<u>FZ/ HRA&amp;P/ 01/D/25.</u>	<u>50000/-</u>	<u>28-02-2026</u>
05	Photocopies Services	15 Lakh	Photocopies of different papers on 70 gm paper.	<u>FZ/ HRA&amp;P/ 01/E/25.</u>	<u>30000/-</u>	<u>28-02-2026</u>
06	Supply of Water	15 Lakh	Supply of drinking water Purified/Natural in State Life Building.	<u>FZ/ HRA&amp;P/ 01/F/25.</u>	<u>30000/-</u>	<u>28-02-2026</u>
07	Computer/Printer/CCTV Camera Repair, Cash Counting Machines, UPS, Upgradadtion of Systems	20 Lakh	Repair of Computer, Printer, Toner Refilling, Recycling & CCTV Cameras	<u>FZ/ HRA&amp;P/ 01/G/25.</u>	<u>20000/-</u>	<u>28-02-2026</u>
08	Service of Car	06 Lakh	Service and repair of different parts.	<u>FZ/ HRA&amp;P/ 01/H/25.</u>	<u>12000/-</u>	<u>28-02-2026</u>
09	Computer Parts	04 Lakh	Supply of computer parts	<u>FZ/ HRA&amp;P/ 01/I/25</u>	<u>8000/-</u>	<u>28-02-2026</u>
10	Electrical Parts	05 Lakh	Supply of different electrical instruments.	<u>FZ/ HRA&amp;P/ 01/J/25</u>	<u>10000/-</u>	<u>28-02-2026</u>
11	Repair of Furniture	05 Lakh	Repair of different furniture item's, polishing, Poshish, Canning	<u>FZ/ HRA&amp;P/ 01/K/25.</u>	<u>10000/-</u>	<u>28-02-2026</u>
12	Repair of A.C	10 Lakh	Repair of whole Air Conditioner	<u>FZ/ HRA&amp;P/ 01/L/25.</u>	<u>10000/-</u>	<u>28-02-2026</u>
13	Cash Carrying Services	50 Lakh	Collection of Cash From Cash Collection Centers	<u>FZ/ HRA&amp;P/ 01/M/25.</u>	<u>50000/-</u>	<u>28-02-2026</u>

**The last date of submission of e-bid is 28-02-2025 up to 11:00 am and its technical bid will be opened on same date at 11:30 AM and the financial bid will be valid up to date mentioned above against each slab**

## **GENERAL TERMS AND CONDITIONS.**

- 1- Bid Security amount must be deposited as mentioned against each Batch (which starts from 01% to 05% as the case may be in form of CDR which must be reached physically in office by the bidders, without CDR quotations will not be considered for Comparison, No cash or party cheque will be accepted. Successful Bidder will have to submit 01% to 5% of Bid amount as Of Performance Guarantee which will be released within stipulated time.
- 2- All quoted and supplied items will be finally passed after inspection by our Zonal Technical/Grievance Committee, on finding Sub-Standard quality of services and its specification or refuse to supply the items as per quoted rates, the Corporation reserves the right on the recommendation of committee, any of the below noted penalties
  - a) To forfeited security amount or
  - b) To impose fine minimum of Rs.25000/- or
  - c) Charge the rate difference
- 3- If a successful bidder failed to submit/provide desired item against work order issued, a notice with a period of 15 days will be served and in case of non-compliance, corporation reserve the rights to purchase the desired items form the next advantageous bidders and the difference of quoted rate will be charged from the successful bidder as mention above in point 2.
- 4- If a bidder submits the rates of item which is equivalent to our demanded brand, he is bound to provide all the required Proof/Evidence which justify the specification of goods. Every bidder is bound to submit sample of each applied items as and when required by the management.
- 5- The firm will be bound to supply the required items at 6<sup>th</sup> Floor, State Life Building, 2-Liaqat Road, Faisalabad on issuance of Purchase Order and responsible for supply of items with the period of 15 days/Mutually decided. No additional Carrying Cost will be paid by the SLIC.
- 6- The bidder will have to attach copies of their Company Profile, Experience Related Documents, Managerial Capacity, Financial Position, Active STN (Where Applicable) with the tender. This use for Technical Evaluation Criteria for prequalification of Bidders. The every slot has 10 marks, while for qualification minimum 30 marks are required for each vender, However the Physical CDR & Active Status of NTN/STN is compulsory and in case of failure of these points the bidder will be disqualified
- 7- The bidding firm showing most advantageous bid which reflects from qualification criteria and lowest rate (which has 80% weightage) will be treated as most advantageous bid i.e winner of the bid. The lower gross cost bidder will not be treated as winner except the criteria noted above.
- 8- Income Tax & Sale Tax will be Applicable / Deducted according to Federal/Provincial Govt. policies, and the quotations will be considered as including all taxes. In case of any type of Tax exemption, all valid required documents i.e. Exemption Certificates, Deduction at port etc must attach with quotation and it is not accepted during the submission of bills and payment will be made without exemption.
- 9- The successful bidder is bound to supply the contract items/services according to quoted rates as per validity. No price difference in the market will affect your quoted rate in any condition. The rates should be market driven, in case the rates does not match with the market control rates the committee reserve the right to cancel/reject the said item after assigning the proper reason in the best interest of corporation.

- 10- The E- Quotation must be submitted through EPADS registered suppliers. No physical/by hand bid will be accepted however CDR must reached physically/by hand/by post before the closing date and time.
- 11- The Corporation reserves the right to cancel / reject any one or whole tender as per PPRA rules.
- 12- The quantity of the items mentioned is approximate Figure. The cost of tender is as per prevailing market rates and it is also just to fix the bid security amount. Our work order will confirm the final figure which can be increased or decreased as per our requirement in accordance with PPRA rules.If the quoted rates exceeds from estimated cost,the committee will decide for purchase
- 13- The quotation must elaborate only the unit cost including all Taxes.
- 14- The payment will be made by cheque on receipt of Satisfactory shipment.
- 15- All Printers are required to print Reference No. (Date etc.) On each page every time while printing, provided by HR&A Department. Every order contains different sample of writing or format but as per required measurement, most probably on quarterly basis.
- 16- The General Terms and Conditions are also applicable on each slab of tender in addition to Specific terms and conductions.
- 17- For specification of printing, Stationery, Misc., Other services & Computer Repair Items please visit State life Office,02 Liaquat Road Faisalabad, [www.statelife.com.pk](http://www.statelife.com.pk) [www.ppra.org.pk](http://www.ppra.org.pk), Epads link <https://eprocure.gov.pk> or contact to the undersigned within office hours.

#### **MANDATORY QUALIFYING REQUIREMENTS UPLOADED ON EPADS:**

- 1- Valid NTN Registration\*.
2. Valid Sales Tax Registration\*.
3. Submission of Bid Security document in original at given address through Courier/By hand before closing time of tender.
- 4- Undertaking on Rs. 100/- stamp paper, that the firm is not blacklisted by any Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan \*If the renewal of registration is under process, its proof shall be provided in document. Evaluation committee will not consider an undertaking citing the excuses like the registration will be provided or obtained or is under process. Only proof / receipt of concerned department will be considered.

#### **DISQUALIFICATIONS**

State Life may during the evaluation of proposal, disqualify any Bidder, if the Bidder has:

- i. Submitted the proposal documents after the response deadline.
- ii. Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements.
- iii. Exhibited a record of poor performance such as abandoning works, not properly completing the contractual obligations, inordinately delaying completion or financial failures,etc. in any project in the preceding three years
- iv. Submitted a proposal that is not accompanied by required documentation or is non-responsive
- v. Failed to provide clarifications related thereto, when sought
- vi. Submitted a proposal with price adjustment / variations or conditions.

## **REQUEST FOR PROPOSAL**

The Bidder is expected to study the instructions, guidelines, terms and conditions mentioned in the document. Failure to furnish all the necessary information as required for submission of a proposal will be treated non responsive which shall be at Bidder's own risk and may be liable for rejection. If the Bidders find in the Tender documents - especially in the selection procedure and evaluation criteria – any ambiguity, omission or internal contradiction, or any feature that is unclear, they should seek clarification from State Life well in advance. However, no relaxation or exemption shall be provided to the Bidder on any term or condition of the Tender for reasons of non-receipt of any clarification. Bidders should ensure that they submit a fully responsive proposal including all the supporting documents requested in the Tender. It is essential to ensure accuracy in the submitted proposal. Once proposals are received through EPADS and opened, Bidders shall not be permitted to change the proposal. Non-compliance with eligibility criteria will result in rejection of the proposal.

### **PREPARATION OF PROPOSAL**

The Bidder shall comply with the following during preparation of the proposal:

- i. The proposal and all associated correspondence shall be written in English and shall conform to prescribed formats. Any interlineations, erasures or over writings shall be valid only if they are initialed by the authorized person signing the proposal
- ii. The proposal shall be typed and shall be signed by the Bidder or duly authorized person(s) to bind the Bidder to the contract. The letter of authorization shall be indicated by written power of attorney or authority letter and shall accompany the proposal.
- iii. Proposals received in physical through courier/by fax or email shall be treated as defective, invalid and rejected. Only detailed complete proposals in the form indicated above received through EPADS prior to the closing time and date of the proposals shall be taken as valid
- iv. All expenses related to participation in this Tender shall be borne by the Bidders
- v. Bidders are not permitted to modify, substitute, or withdraw proposals after its opening.
- vi. All the pages of the proposals should be signed by the authorized person(s) and should conform strictly to the formats and procedures laid down in this Tender.

### **SUBMISSION OF PROPOSALS**

Bidder shall submit responses (referred to as 'Proposals' herein) through **EPADS (PPRA)** as per guideline in the tender document/advertisement on or before closing time and date. The list of additional documents to be submitted as part of proposal is given below;

### **RECEIPT OF PROPOSALS**

The proposals would be received through e-PADS of PPRA and will be opened/downloaded in presence of Bidders/their representatives who choose to present as per the given dates.

### **PROPOSAL OPENING**

State Life will open all proposals through EPADS in the presence of Bidders/their authorized representatives who choose to attend, at the time/ date and the place specified. Bidders/Representatives shall sign attendance as a proof.

### **EVALUATION OF PROPOSALS - FORMATION OF COMMITTEES**

State Life will form an Evaluation Committee to evaluate the proposals,

- i. During evaluation of technical proposals, the Committee, may, at its discretion, ask the Bidders for clarification of their proposals. However, such clarification would not effectuate any change in the substance of the proposal.
- ii. After the technical evaluation the committee would make financial evaluation of those Bidders who qualified on the basis of technical evaluation. The process for evaluation of proposals is as given below:

**EVALUATION OF TECHNICAL PROPOSAL**

The committee will evaluate the technical proposals on the basis of given qualification parameters. The proposals meeting the qualification criteria shall be declared as technically responsive. After evaluations and approval of technical proposals, the financial proposals of technically accepted vendor shall be opened at a time, date, and venue to be communicated to the qualified bidders in advance.

- 1- The bidder will have to attach copies of their, Experience Related Documents, , Active STN (Where Applicable) with the tender. This use for Technical Evaluation Criteria for prequalification of Bidders. The every slot has 10 marks, while for qualification minimum 30 marks are required for each vender, However the Physical CDR & Active Status of NTN/STN is compulsory and in case of failure of these points the bidder will be disqualified

**CRITERIA FOR TECHNICAL EVALUATION(30 Marks For Qualification)**

Sr.No	Requirements	Total Marks(50)
1	<b><u>Company Profile</u></b> Experience of the firm (Taken from date of registration of business) Less than 3 Years = 5 Marks, 4-5 Years = 7 Marks More than 5 Years = 10 Marks	10
2	<b><u>Financial Position</u></b> Financial Turn over in last year (01.01.2024 to 31.12.2024) Attached business Bank statement 0-0.5 Million Marks = 2, 0.6 To 1 Million=4 From-1-2 million Marks = 7 2-3 million Marks = 10	10
3	<b><u>Managerial Capacity</u></b> 1-3 =3 Marks Up to 10=5 Marks, 10-20=7 Marks More than 20=10 Marks	10
4	<b><u>Relevant Work Experience</u></b> Number of existing Clients provided with similar services/supplies, For each Corporate/multinational, Govt., Semi Govt. 5 marks of each Clients	10
5	<b><u>Active NTN/STN</u></b> Number (Mandatory)	10

**FINANCIAL EVALUATION AND AWARD**

After technical evaluation of bidder, financial bids will be opened on the date to be announced later. After evaluation, the work will be considered for award to the most advantageous, subject to fulfillment of all rules, terms and condition of the bid.

Deptt./Organization	HR&A/State Life Ins. Corporation of Pakistan Faisalabad Zone.(East West & Regional Office)
Tender Title	FZ/HR&A/ 01/2025
Method of Procurement	Single Stage-Two Envelop Procedure
Criteria for Evaluation	Most advantageous Bid.
Tender Description/Specification	Specified Printing, Stationery & Misc. Items, Supply of Drinking Water, Photocopy Services, Cash Collection Vans & Computer Repair Services etc As per detailed attached
Tender Closing Date & Time Tender Opening Date &Time(Technical Bid)	28-02-2025 up to 11:00 A.M 28-02-2025 at 11:30 A.M
Person to be contacted	Aamir Sattar Malik Incharge (HR & Admin) SLIC, 6 <sup>th</sup> Floor, State Life Building,2-Liaqat Road Faisalabad <u>Contact No.</u> Ph: 041-9201737, 03009653536,03047745769, 03216688137

## DETAILS OF PROCUREMENT/SERVICES REQUIRES

<b>Batch No. FZ/HRA&amp;P /01/A-25 (Printing), For details refer to General Term &amp; Conditions.</b>			
Sr. No.	SIZE	SPECIFICATION	Qty
1	8.5*11	70 Gram Century Paper or equivalent (01 Leave,01 Page Single side Print )	9000 pad
2	8.5*11	70 Gram Century Paper (02 Pages, 01 Leave double side print) or equivalent	2000 pad
3	8.5*11	70 Gram Century Paper or equivalent [03 Pages, 02 Leaves (01 double side+01 Single Side print)] 01 Pad Contain 200 Leaves	400 pad
4	8.5*11	70 Gram Century Paper or equivalent 2 Leave 04 Pages double side print) 01 Pad Contain 200 Leaves	400 pad
5	8.1*11	80 Gram Century Paper or equivalent 01 form contain 07 leaves with Sr.# on every leave and Manual Gum Binding, As per sample. As Per Following detail 01 Leave Single side with 7.9*5.6 size 06 double side print (8.1*11Size),	50000 Medical Forms
6	8.5*11	80 Gram Century Paper or equivalent 01 form contain 06 leaves with Sr.# on every leave and Manual Gum Binding, As per sample. As Per Following detail 01 Leave Single side with 7.9*5.6 size 05 double side print (8.5*11Size),	100000 Non-Medical Forms
7	8.05*5.5	70 Gram Century Paper or equivalent	200 pad
8	10*15	70 Gram Century Paper or equivalent	5000 Pads
9	13*16.5	70 Gram Century Paper or equivalent (200 Leave, Double Side Print ) Register with Serial #	20 Registers
10	8.5*13.5	70 Gram Century Paper or equivalent (200 Leave, Double Side Print ) Register with Serial #	20 Registers
11	14*17	Ivory Card 150 gm Imported 02 Leaves Folding attendance sheet cover or equivalent as per sample	1000 File Cover
12	04.25*11	70 Gram Century Paper 100 Leaves (03 types of leaves) with Clip Binding with ivory card cover or equivalent	500 Medical Books
13	7.25*9.5	70 Gram Century Paper or equivalent	2000 Pads
14	8*5.25	02 Ply Local Paper 40 Gram (Carbonless) or Equivalent 1 Book Contains 100 leaves (50 Set)	50 Pads
15	16.5*19.5	Golden Craft Imported Paper X-Ray size or equivalent	1000 Envelops
16	16.5*19.5	Golden Craft Imported Paper (Langote Wala) X-Ray size or equivalent	1000 Envelops



17	4*8.5 After Fold	Golden Craft Imported Paper or equivalent	100000 Envelops
18	9.75*12 After Fold	Golden Craft Imported Paper or equivalent	10000 Envelops
19	14*16.8 After Fold	Golden Craft Imported Paper or equivalent	5000 Envelops
20	15*12 After Fold	Golden Craft Imported Paper (Langote Wala) or equivalent	1000 Envelops
21	10.5*4.5	80 gm White offset Paper or equivalent	20000 Envelops
22	9.5*13.5	Hard File Printed Gatta Local/ Century or Equivalent with Cloth and Laces 36" As per sample	600 Personal File Cover
23	9.5*29.5	300 gm Bleach Card/Century equivalent with steel clip + 4.40" Sqash Tape and Double Side Printing on 01 Page (As Per Sample) Policy File Cover	80000
24	8.5*11	70 Gram Century Paper, 01 form contain 2 Leave 04 Pages double side print with folding, or equivalent As per sample	60000 P.S Forms
25	21.5*13.5	Office File Cover 240 gm bleach card with SLIC Mono or equivalent	15000 Files
26	8.5*11	90 gram Century/Offset Paper (02 Colour Print) or equivalent	Letter Heads 50000
27	9*12	300 gram AL booster Card or Equivalent	12000 File Indent Cards
28	13.8*16.5	70 gm Century Paper or Equivalent (02 Colour Printing) As Per Sample	Attendance Sheets 3000
29	6.5*16.5	70 gm Century Paper or Equivalent (02 Colour Printing)	4000 Leaves
30	8*13	70 gm Century Paper or Equivalent (01 Leave 01 Page Single Side Printing)	300 Pads
31	8*13	70 gm Century Paper or Equivalent (01 Leave 02 Page Double Side Printing)	300 Pads
32	4*11	50 Gram Century Paper or Equivalent Double Side Print 1 Leave 02 Pages	200 Pads
33	8.4*5.4	70 gm Century Paper or Equivalent	300 Dak Receipt pads
34	9.3*13	70 gm Century Paper or Equivalent TA DA Voucher	10 Pad

**Batch No.FZ/HRA&P /01/B-25 (FLEXES & NAME PLATES)**  
**(For details refer to General Term & Conditions.)**

Sr. No.	SIZE	SPECIFICATION	Qty
1	Per Sq. Ft	China Pana Flex or equivalent (Each order contain different size)	20000 Sq.ft
2	Per Sq. Ft	Brouchers ( Multi Color Printing Single Side Printing	10000 No's
3	Per Sq. Ft	Brouchers ( Multi Color Printing Double Side Printing	10000 No's
4	2.5*4	Honor Role ( Double Side Glass with Fitting )	10 No's
5	5.75*12	Stainless Steel Name Plate (Is fixation on door with double tape)	50 No
6	Standard Size	Ring For Flex Hanging As Per Sample	1000 No
7	2*4	Standy Flex Stand China	50 No.
8	Per Sq.ft	Wooden Stand For Flex Along with all Services (Installation Charges+Carrying Cost etc.)	15 No.
9	Per Sq.ft	Pipe Stand For Flex Along with all Services (Installation Charges+Carrying Cost etc.) As Per Sample	15 No.
10	Per Sq.ft	Appreciation Certificates Multi Colour,Hard Paper As Per Sample	2000 No.
11	Per Sq.ft	Invitation Cards Hard Paper As Per Sample	5000 No.

**FZ/ HRA&P /01/C-25 (Printy Stamps)**  
**(For details refer to General Term & Conditions)**

Sr. No.	SIZE	SPECIFICATION	Qty
1	As Mentioned in Specification	Complete Printy Stamp by name (Printer Click FC-R32) or Equivalent	10 No.
2	As Mentioned in Specification	Complete Printy Stamp by name (trodat/shiny 4911) or Equivalent	100 No
3	As Mentioned in Specification	Complete Printy Stamp by name (trodat/shiny 4912) or Equivalent	200 No
4	As Mentioned in Specification	Complete Printy Stamp by name (trodat/shiny 4913) or Equivalent	200 No
5	As Mentioned in Specification	Complete Printy Stamp by name (trodat/shiny 827-D) or Equivalent	50 No
6	As Mentioned in Specification	Printy Stamp pad (Printer Click FC-R32) or Equivalent	10 No.
7	As Mentioned in Specification	Printy Stamp pad by name (trodat/shiny 4911) or Equivalent	100 No
8	As Mentioned in Specification	Printy Stamp pad by name (trodat/shiny 4912) or Equivalent	200 No
9	As Mentioned in Specification	Printy Stamp pad by name (trodat/shiny 4913) or Equivalent	200 No
10	As Mentioned in Specification	Printy Stamp pad by name (trodat/shiny 827-D) or Equivalent	50 No
11	As Mentioned in Specification	Printy Stamp rubber by name with installation (Printer Click FC-R32) or Equivalent	10 No.
12	As Mentioned in Specification	Printy Stamp rubber by name with installation (trodat/shiny 4911) or Equivalent	100 No
13	As Mentioned in Specification	Printy Stamp rubber by name with installation (trodat/shiny 4912) or Equivalent	200 No
14	As Mentioned in Specification	Printy Stamp rubber by name with installation (trodat/shiny 4913) or Equivalent	200 No
15	As Mentioned in Specification	Printy Stamp rubber by name with installation (trodat/shiny 827-D) or Equivalent	50 No

**FZ/ HRA&P /01/D-25 (STATIONERY)**  
**(For details refer to General Term & Conditions)**

Sr. No.	NAME OF ITEMS	SPECIFICATION	Req. Qty,2025
1	Abro Tape	Opal" width Length 15 Meter or equivalent	300 Nos.
2	Air Freshener	FREY Aromystic Ltd (UK ) 300 ML or Equivalent	300 Nos.
3	Ball Point (Blue)	Piano Ball Point or equivalent	6000 Nos.
4	Ball Point Click	Sky Point 0.8 mm or equivalent	1500 Nos.
5	Ball Point Click with State Life Mono	Sky Point 0.8 mm or equivalent	1500 Nos.
6	Bowl Salan	Melamine Double Side Polish or Equivalent	48 No.
7	Box File (Large)	Ideal BF 556 # or equivalent	100 Nos.
8	Box File (Small)	Ideal BF 555 # or equivalent	100 Nos.
9	File Cover Plastic	Ring Binder D 225/Clip Fine Quality (A-4 size)	50 Nos.
10	File Cover Plastic	Ring Binder D 225/Clip Fine Quality (Legal size)	50 Nos.
11	Binder Clip (02" Width)	No.977110 China brand or equivalent	100 Nos.
12	Calculator	14 Digit Citizen CT 9300 Original or Equivalent	100 No.
13	Carbon Paper (Fresh material Blue)	100 Sheet 21cm*33cm KCR Pencil or equivalent	10 Pkts.
14	Battery Cells	Toshiba Heavy Duty AA R6 KG SP.4TGTEPK or Equivalent	300 Nos.
15	Battery Cells	Toshiba Heavy Duty AAA R03 KG SP.2TGTPK or Equivalent	150 Nos.
16	Battery Cells	Alkaline 23A 12V (Door Bell, Super Remote Control) Or equivalent	50 Nos.

17	Computer Paper 132 Column (Re-Preparation /without Re-preparation)	Polo Century 1000 Sheets (63 gm 11*15) or Equivalent	250 Boxes
18	Computer Paper 80 Column (Re-Preparation/without Re-preparation)	Polo Century 1000 Sheets (63 gm 11*9.5) or Equivalent	700 Boxes
19	Computer Ribbon IBM 6400	Printronic Original Fresh Stock 30 million Character or Equivalent	100 Nos
20	Computer Ribbon LQ-300	Full Mark Original Authorized partner 10 meter or Equivalent	50 Nos
21	Computer Ribbon LQ-310	Full Mark Original Authorized partner 10 meter or Equivalent	700 Nos
22	Computer Ribbon LQ-350	Full Mark Original Authorized partner 10 meter or Equivalent	20 Nos
23	Computer Ribbon LQ-590	Full Mark Original Authorized partner 10 meter or Equivalent	20 Nos
24	Computer Ribbon LQ-2180/2190	Full Mark Original Authorized partner 30 meter or Equivalent	500 Nos
25	Dumper Water	China Plastic/Rubber Body or Equivalent	400 Nos
26	Duster	Falalan Yellow Size 18.5 x 21.5 Local/Imported or Equivalent	600 Nos
27	Electrical Kettle (with state life mono)	Duron Cordless Jug Kettle 1.7 Liter 2000w or Equivalent	10 No.
28	File Cover Legal Size (PP Lever)	Fine Hard Plastic Crystal F.C 2.0cm or equivalent	50 No.
29	Fokker Cash Counter use	Stainless Steel Fine Quality Standard Size or Equivalent	50 No.
30	Foot (steel) 12" Thick	Dux or Equivalent	50 Nos.
31	Foot 12" Plastic	Dux or Equivalent	50 Nos.
32	Franking Machine Ink	473 ml Red Fluorescent Postage Meter Ink (Pitney Bowes USA) Original or Equivalent	02 No.

33	Glass Cleaner 500ml	Glint or Equivalent	20 No.
34	Glass Magnifier	China 90 mm (3*6) M-89077or equivalent	10 No.
35	Gum Stick	40 gm UHU Germany brand or equivalent	150 No.
36	High Lighter (Mix colors)	Dollar/Pelikon 1-4.5 HLS 90 or equivalent	150 No.
37	Jug ( Glass )	China Fine Quality Glass Covered or equivalent	20 No.
38	Led Pencil	Gold Fish HB-5000 Autocrat or equivalent	150 No.
39	Lemon Max Dishwashing Past with Scotch Brite	Lemon Max Dishwashing Past 400 Gram or Equivalent	200 Nos.
40	Marker No. 70,90 (Mix Colors)	Dollar/All Mark or Equivalent	200 Nos
41	Mosquito Spray	Cobra 400 ML or Equivalent	10 No.
42	Office Bell Electric	X-celent Company Cell Supported or Without with remote or Equivalent	25 No.
43	Office table Set	6 Piece matel mesh or equivalent	20 No.
44	Packing Tape	2.75" Brown (35 Yards) BTA/Sensa Brand or Equivalent	72 Nos
45	Paper Pin Pkt.	50 gm Grash or equivalent	50 Pkts
46	Paper Cutter	SBI Taiwan 18mm Steel Based covered plastic body or Equivalent	100 Nos
47	Paper Clip Pkt. 80 Nos.approx.	30 mm Tri flower brand (Yellow) 80 pieces or equivalent	50 pkts
48	Paper Clip Pkt. 80 Nos.approx.	52 mm or No.5 T.F 50 pieces or Equivalent	200 pkts
49	Paper Tray	Fresh Material Plastic China 11.75*15.5*4 or Equivalent	20 Nos
50	Pin Tray (Plastic)	Dux or equivalent	24 Nos

51	Plastic Dori	Rolled Packing Approx wt 200 gram Local	50 No.
52	Plates Medium	Melamine Double Side Polish or Equivalent	200 No.
53	Plates Large (Rice)	Melamine Double Side Polish or Equivalent	200 No.
54	Punch Machine	KW.tri 96*8 Kido brand or equivalent	100 Nos.
55	Punch Machine Large	Fuji-900-H or equivalent	10 Nos.
56	Register No. 25 (Large)	150 Leaves/68 Gram (Ruled) or Equivalent	150 Nos.
57	Rice Dish	Melamine Double Side Polish or Equivalent	48 No.
58	Rough Pads	Size 8.5*11, 40 Leaves, 70 gm paper Century with cover as per sample or Equivalent	500 Nos.
59	Rubber	AL-30/Pelikon Germany or equal	60 Nos.
60	Rubber Band Pkt. 1/2 kg(Large)	Red Colour Imported or Sense or Equivalent	75 Pkts.
61	Rubber Band Pkt. 1/2 kg(Medium)	Red Colour Imported or Sense or Equivalent	50 Pkts.
62	Scotch Brite	Lemon Max or Equivalent	200
63	Scotch Tape 1/2"	60 Yards Opal or Equivalent	24 No.
64	Separator/Flags	Plastic Fine quality Legal Size or Equivalent	12 No.
65	Separator/Flags	Plastic Fine quality A-4 Size or Equivalent	12 No.
66	Sharpener	Dux or equivalent	200 Nos
67	Soap 120 gm	Lux or equivalent	500 Nos
68	Spoon Rice (Large)	Stainless Steel or Equivalent	100 No.
69	Spoon Bowl	Stainless Steel or Equivalent	48 No.

70	Spoon Dish	Stainless Steel or Equivalent	48 No.
71	Spoon Tea (Small)	Stainless Steel or Equivalent	48 No.
72	Squatch Tape Cutting Machine	China Fine Quality or equivalent	06 No.
73	Squatch Tape Large 1"	Large Deer Brand 1" 60 Yards or Equivalent	36 Nos
74	Stamp Pad (Mix color)	Huhua No. 02 or equivalent	400 Nos.
75	Stamp Pad Endorsing Ink (Mix Color)	Crystal 28.5 gm or equivalent	300 Nos.
76	Stamp Pad Endorsing Ink (Mix Color)	Artline (ESA.2N 50 CC) gm or equivalent	20 Nos.
77	Stapler Remover	Deli Claw Staple Remover (0231)ICW/SDI brand or equivalent	150 Nos.
78	Stapler Pin 12N/17	Max Japan or Equivalent	100 Pkts
79	Stapler Pin 23/17	Max Japan or Equivalent	100 Pkts
80	Stapler Machine Large	Heavy Duty Fuji 23/17 or Equivalent	10 Nos
81	Stapler Machine Large	HS-3000 12N/17 (STD) or Equivalent	10 Nos
82	Stapler Pin 24/6	Dollar (x1000) or equivalent	1500 Pkts
83	Stapler Machine Small No.12	OPAL brand (24/6) HD-45N or equivalent	200 Nos
84	Sticky Chit Pad	China Fine Quality or equivalent	12 Nos
85	Table Diary Stand	Plastic Fine quality (Black Color)or Equivalent	12 Nos
86	Tea Cup with Saucer (As Per Sample)	Gol/Churas China fine quality or equivalent	180 No,s
87	Tissue Paper Box	Regular Tulip 160 sheets	400 Pkts



88	Towel	27x54 Cotton (20 Double Goli) White/Off white or equivalent	20 No.
89	Tumbler/Glass 280 ml	Falcon or equivalent	24 Dozens
90	Paper Rim A-4 Size	80 gm offset Copy mate 500 sheets or Equivalent	600 Rim
91	Paper Rim Legal Size	80 gm offset Copy mate 500 sheets or Equivalent	400 Rim
92	Uni Ball (Mix colors)	Signo Japan Fresh Stock or Equivalent	1600 No.
93	Signature Ball Point	Signature Finer 0.3 mm or Equivalent	300 Nos
94	Wall Clock	Original Champion 15.5" Round PVC Brown or Equivalent ( with state life mono )	20 No.
95	Waste Basket (Medium/Plastic)	Plastic Fresh China/Local or Equivalent	100 Nos
96	White Board Marker	Snowman White Japan Temporary Ink or Equivalent	60 No.
97	White Marker	Snowman White Japan Permanent Ink or Equivalent	20 No.
98	Plastic Tray 12*24	China Fine quality or equivalent	20 No.
99	Hot Pot	China Fine quality or equivalent	20 No.
100	Foot Mat	Fine quality or equivalent	20 No.

<b>FZ/ HRA&amp;P /01/E-25 (PHOTOCOPY SERVICES)</b>			
Sr.No.	Specification	Required Items	Est. Annual Req.Qty.
1	Services of Photocopies	Single Side 70 Gram Copy mate or Equivalent	450000 No's
02	Services of Photocopies	Double Side 70 Gram Copy mate or Equivalent	150000 No's

**Terms & Conditions for Services of Photocopying**

Refer to Tender Notice # FZ/HRA&P/01/E-25

- 1- Qualified firm shall bound to provide the photocopying facility inside State Life Building in office hours i.e. 09:00 A.M to 05:30 P.M (Saturday, Sunday is off) while time may be extended or may be called in non-working days by the management as and when necessary.
- 2- State Life will provide space and electricity to the firm, and the firm should provide market driven subsidized rates accordingly.
- 3- All other items i.e required quality Papers, latest Photocopy Machine, Backup of Photocopy machine, which is necessary for services and as per requirement etc., and its repair will be the responsibility of the vender.
- 4- The qualified firm should ensure "confidentiality" of the documents and record should not be disclosed to unauthorized persons.
- 5- The firm must attach their photocopy result as a sample, and the qualified firm has to ensure the quality standard according to sample.
- 6- The firm should be ready for the test related to its paper gramage, of any photocopied paper as and when deemed necessary by the Corporation/Management.
- 7- The average requirement of 70 gram paper A-4 size is 450000 approx. (One side print) & 15000 Approx.(Two Side) pages per annum &
- 8- As a public institution, Corporation has many walk in customers daily. Also there are other tenant's i.e. PSO, Bank Offices and Stock Exchanges etc. which may made photocopies of their documents on Cash basis, for this reason we will deduct 05% from the total bill as a rebate, and photocopier is also bound to display and charge its quoted rate for all outdoor customers.
- 9- No copies/sale of official documents is allowed to any person, and in case it is located/found, State life reserve the right to take action i.e impose of fine, warning letter issue or dismissal from the contract to vender.
- 10- The photocopy of any printed document of State Life Insurance is not allowed until approval from HR &A / Concerned Departmental Head. In case of violation fine will be charged by the committee.

<b><u>FZ/ HRA&amp;P /01/F-25 (SUPPLY OF DRINKING WATER)</u></b>			
<b>Sr. No.</b>	<b>Specification</b>	<b>Required Items</b>	<b>Est. Annual Req.Qty.</b>
1	Natural/ Purified Mineral Water 19 Litter Bottle	20 Dispensers & 05 Electric Water Coolers 55 liters, 200 to 250 Empty Bottles	4500 Bottles

**Terms & Conditions for Supply of Drinking Water**

**(For further details Refer to Tender Notice # FZ/HR&A/01/F-25)**

- 1- The firm will produce documentary evidence of providing Natural/ Purified Mineral water for last 05 year to reputable firm/Messer/Companies etc.
- 2- The firm must be PSQCA and ISO certified and have a Local/Nationwide distribution network, fully equipped with modern facilities preferably.
- 3- Supply and lifting of Bottles + Water Dispenser at State Life Building, floor wise without any security deposit will be also responsibility of the firm.
- 4- This will be the duty of concerned firm, Supplying of bottles on twice in a week basis and on short call by concerned as and when required.
- 5- The firm will provide and install brand new Water Dispensers in all departments, while the service/cleaning of its all provided dispensers is mandatory once in a month and on short call also without charging any cost to Corporation. In case of any delay the Corporation reserves the right to repair it
- 6- The firm should be ready for the test of any sealed bottle as and when deemed necessary by the corporation, without charging any cost.
- 7- The firm is required to submit its Natural/ Purified Mineral water bottle as sample at the time of submission of quotation.
- 8- The firm may visit the Corporation to acquaint with the premises and the place required to install water dispensers and to assess the utilization of the mineral water before quoting the rates.
- 9- The required bottles in a year is approximately 4500 numbers, while the estimated cost is Rs.1500000/-

**FZ/ HRA&P /01/G-25 (Computer/Printer/CCTV Camera Repair, Cash Counting Machines, UPS, Upgradadtion of Systems)**

1	<u>Slab 01</u> <u>Laser Printers HP-1102</u>	New Tonner HP-85 A	50 No
		Toner Recycling of HP-85A.	400 No.
		Toner Refilling of HP-85A.	600 No.
		Laser Printer HP 1102 Over Hall Service	100 No
		Relay Repair	50 No.
		Heater Sleeve Repair	50 No.
		Board Repair	50 No.
		Tray Picker	50 No.
2	<u>Slab 02</u> <u>Laser Printers HP-3015</u>	New Toner of HP-3015	15 No.
		Toner Recycling of HP-3015	50 No.
		Toner Refilling of HP-3015	60 No.
		Laser Printer HP 3015 Over Hall Service	70 No.
		Relay Repair	50 No.
		Heater Sleeve Repair	50 No.
		Board Repair	50 No.
		Tray Picker	50 No.
3	<u>Slab 03(a)</u> <u>Laser Jet Pro Printers</u> <u>HP-400</u>	Toner Recycling of HP-400	15 No.
		Toner Refilling of HP-400	15 No.
	<u>Slab 03(b)</u> <u>Laser Printers</u> <u>MFP-135 W</u>	Toner Recycling of MFP-135 W	15 No.
		Toner Refilling of MFP-135 W	15 No.
	<u>Slab 03( C)</u> <u>Laser Printers</u> <u>HP-4003DN</u>	Toner Recycling of HP-4003	50 No.
		Toner Refilling of HP-4003	60 No.
	<u>Slab 03( D)</u> <u>Laser Printers HP-1200</u>	Toner Recycling of HP-1200	50 No.
		Toner Refilling of HP-1200	60 No.
	<u>Slab 03( E)</u>	Toner Recycling of <u>Cannon-3390/HP-2015</u>	50 No.

	<u>Laser Printers Cannon-3390/HP-2015</u>	Toner Refilling of <u>Cannon-3390/HP-2015</u>	50 No.
4	<u>Slab 04(a)</u> <u>Printer Head Epson</u> <u>LQ-310/350</u>	Complete Service ( <u>Excluded Parts</u> )	50 No.
	<u>Slab 04(b)</u> <u>Printer Head Epson</u> <u>2180/2190</u>	Complete Service ( <u>Excluded Parts</u> )	50 No.
5	<u>Slab 05</u> <u>Repair of CPU (Only</u> <u>Service Excluded Parts</u>	Any Type of Services (Single or combine) replacement/Repairing of Ram ,Hard, Power Supply,LCD,Mother Board ,Bloor Cleaning etc	500 No.
		Data Recovery	10 No.
		Window As Per need ,Installation along with drivers, M.S Office, Anti-Virus, and Smart Term	100 No.
6	<u>Slab 06</u> <u>Service of Cameras</u> <u>(Only Service Excluded</u> <u>Parts</u>	Service required for Cameras on “As and When Required” basis in following head,	60 No. Each
		IP Based Configuration	60 No. Each
		Digital Cameras Configuration	60 No. Each
		BNC Pins/Adopter	60 No. Each
		Lenses	60 No. Each
		Stand	60 No. Each
		Camera Chip Repair	60 No. Each
		DVR Repair	60 No. Each
		Hard Disk Repair & Replace	60 No. Each
07	<u>Slab 07</u> <u>For Cash Counting</u> <u>Machine (Only Service</u> <u>Excluded Parts</u>	Service of Machine Chuihua-263 A	10 No.
		Repairing of Machine Chuihua-263 A	02 No.
		Service of Machine New Wave	02 No.
		Repairing of Machine New Wave	02 No.
08	<u>Slab 08 For UPS (Only</u> <u>Service Excluded Parts</u>	Service of UPS 1000 Watts	05 No.
		Repairing of UPS 1000 watts	05 No.
		Services of Main UPS 10 KVA	02
		Repairing of UPS 10 KVA	02

09	<u>Slab 09 For System Upgradadtion</u>	Upgradadtion of Dual Core & Core 2 Do System To Core I-3 6 <sup>th</sup> Generation Processor, Ram 08 GB SSD-Hard From 256 GB	40 No.
		Upgradadtion of Dual Core & Core 2 Do System To Core I-3 12 <sup>th</sup> Generation Processor, Ram 08 GB SSD-Hard From 256 to 512 GB	20 No.

**Terms & Conditions for Services of Cameras, Computer & Printer Repair, Refer to Tender Notice # FZ/HR&A/01/G-25**

- 1- Contractors are bound to supply at least 10 No. of Original Toner Cartridge of 85A and 02 for HP-3015 in advance as backup use, which is returnable to the contractors.
- 2- In refilling/recycling minimum 700 pages print out is required as an average letter writing. In refilling, only ink is required to change.
- 3- In recycling supplier is bound to replace its parts i.e 1) Drum, 2) Both Blades, 3) PCR, & 4) Ink while the magnate and any other parts on requirement basis and he is bound to return salvage to this office.
- 4- The Contractor quoted most advantageous bid considered as winner against each Batch separately.
- 5- The supplier is bound to visit office daily and "as and when required" to insure services.
- 6- Vender must mention that how much refill performed after recycling against your quoted cartridge.
- 7- In Batch 01 to 05 services is the responsibility of vender, where include (Cleaning, Input of Oil for proper running etc.)
- 8- The Successful vendor must charge market rates of Spare parts used/replaced during maintenance and these rates are negotiable on need basis.
- 9- If the Successful bidder did not provide the market rates, SLIC reserves the right to complete the task from the other prequalified bidders of this tender.
- 10- The Vendor provide warranty of the upgraded system, Repaired Systems, Repaired Printers etc.
- 11- The aggregate rate of Slab For Laser Printer i.e. Slab 1 To Slab 03 will be considered and only one vendor will be treated winner as per quoted rates. Similarly for Dot Matrix Printer i.e. Slab 4 a& 4 B only one vendor will be treated winner as per quoted rates.

**FZ/ HRA&P /01/H-25 (CAR REPAIRS)**  
**(For details refer to General Term & Conditions).**

Sr. No.	NAME OF ITEMS	SPECIFICATION	Est. Annual Req.Qty.(approx.)
1	Air Filter (Car GLI-16)	Guard or Equivalent	24 No.
2	Coolant	Zic 01 litter or Equivalent	04 No.
3	Disk Break Set Back Corolla 2016	Genuine or Equivalent	04 Set.
4	Disk Break Set Front Corolla 2016	Genuine or Equivalent	04 Set.
5	Engine Oil	Caltex (Havoline/Zic) 04 Litter or Equivalent	30 No.
6	Oil Filter	Guard or Equivalent	30 No.
7	Wheel Barring	NTN / NACHI or Equivalent	06 No.
8	Car Carpet Matte	Fine Quality	2 Set
9	Tyres ( 195/65 R15)	Toyota Corolla 2016- Youkohama/Bridgestone or Equivalent	12 No.s
10	Car Dry Battery (65/70)	Osaka, Homage, Phonex or Equivalent	02 No.s
11	Plugs	NGK Japan or Equivalent	20 No.s
12	AC Filter Corolla 2016	Guard or Equivalent	20 No.s
13	Wheel Cups	Fine Quality	12 No.s
14	Front Finder	Wheel sheet Left & Right	6 No.s
15	Clutch Plate/Pressure Plate	Genuine or Equivalent	06 Set
16	Clutch Barring	Genuine or Equivalent	06 Set
17	Car LCD WIFI	Genuine, China or Equivalent	2 No.s
19	Engine Tuning	Complete.	15 No.s
20	Wheel Balancing/Alignment	Fine Quality	15 No.s

21	Car Top Cover	Fine Quality	04No.s
22	Gear Oil	Guard/Zic or Equivalent	8 Liters
23	Break Oil	Guard/Zic or Equivalent	2 Liter
24	Shocks Repair (front & back )	Fine Quality	12 No.s
25	DASH BOARD POLISH	Fine Quality	15 No.s
26	LEATHER SEETS POLISH	Fine Quality	24 No.s



**FZ/HRA&P/01/I-25 (COMPUTER PARTS)**  
**(For details refer to General Term & Conditions)**

Sr. No.	NAME OF ITEMS	SPECIFICATION	Req.Qty.
1	Data Switch (5 Port )	Tenda/TP-Link or Equivalent	10 No's (approx.)
2	Data Switch (8 Port )	Tenda/TP-Link or Equivalent	10 No's(approx.)
3	Data Switch (10 Pot )	Tenda/TP-Link or Equivalent	10 No's(approx.)
4	Data Switch (16 Pot )	Tenda/TP-Link or Equivalent	02 No's(approx.)
4(a)	Data Switch (32 Port)	Cissco	02 No.
5	Hard Disk Internal	WD 300 GB SATA or Equivalent	10 No's(approx..)
6	Hard Disk Internal	WD 500 GB SATA or Equivalent	10 No's(approx..)
7	Hard Disk External	WD 01 TB SATA or Equivalent	03 No's(approx..)
8	Hard Disk External	WD 02 TB SATA or Equivalent	03 No's(approx..)
9	Keyboard Wired	A4 Tech or Equivalent	150 No's(approx..)
9(a)	Key Board Wired	Branded	100 No's(approx.)
10	Mouse Pads	New Microsoft or Equivalent	100 No's(approx.)
11	Mouse Wired	A4 Tech or Equivalent	100 No's(approx.)
11(a)	Mouse Wired	Branded	100 No's(approx.)
12	Networking Cable	CAT 6 (D Link)/ Hikivision 1000 Feet Quail or Equivalent	08 Quails(approx.)
13	Networking Cable Connector	RJ 45 D Link or Equivalent	300 No. (approx.)
14	Power Cables Computer	Standards Size Branded 02 Pin	150 No's(approx.)
15	Printer Cables	Laser Printer Cables Standard Size Branded	80 No's(approx.)
16	Printer Head	Epson Printer LQ-310 or Equivalent	35 No's(approx.)

17	Printer Head	Epson Printer LQ-2180/2190 or Equivalent	35 No's(approx.)
18	Ram 2 GB (Core 2 duo,Core i3)	CPU Ram 2 GB Kingston or Equivalent	50 No's(approx.)
19	Ram 4 GB (Core 2 duo,Core i3)	CPU Ram 4 GB Kingston or Equivalent	50 No's(approx.)
19(a)	Ram 8 GB DDR 4	DDR 4 Kingston Or Equivalent	50 No's(approx.)
20	USB	H.P/Sony 32 GB ,64GB Steel Body or Equivalent	75 No's(approx.)
21	VGA Cables	Standards Size Branded	100 No's(approx.)
22	W-D-40 (330 ML)	Imported Fine Quality	08 No's(approx.)
23	CMOS Cell	For CPU	60 No.
24	Scanner Picker	Scan Jet Pro 2600 f1	08 No
25	Networking Cable Tester	Digital As Per Sample	02 No
23	LPT Cables	Dot Matrix Printer Cables Branded Standard Size Fine Quality	48 No's(approx.)

**FZ/HRA&P/01/J-25 (ELECTRICAL)**  
**(For details refer to General Term & Conditions)**

Sr. No.	NAME OF ITEMS	SPECIFICATION	Est. Annual Req. Qty. (Approx.)
1	Breaker 02 Pool 20 AMP For AC	Haguar or Equivalent	24 No.
2	Breaker 01 Pool 20 AMP for A.C	Haguar or Equivalent	30 No.
3	Chok 04 ft Tube Light 36 watt	Philips or Equivalent	50 No.
4	Acid Battery	Phones/Homage/Osaka. 200,210,230 AH or Equivalent	04 No.
5	Dry Battery	Phones/Homage/Osaka. 200,210,230 AH or Equivalent	04 No
6	UPS Battery	Imported AS Per Samplr	50 No.
7	Duct Patti (16*16)	Adam Gee or Equivalent	500 Feet
8	Duct Patti (25*25)	Adam Gee or equivalent	500 Feet
9	Duct Patti (40*40)	Adam Gee or equivalent	500 Feet
10	Duct Patti (60*60)	Adam Gee or equivalent	500 Feet
11	Electric Board (China Fitting)	Fine Quality China Fitting board of 10 (06+04) switches	30 No.
12	Electric Board (China Fitting)	Fine Quality China Fitting board of 04 (02+02) switches	30 No.
13	Electric LED Rods 04 Feet	Philips TL-D36W/54-765	300 No.
14	Electric Tube Rods 02 Feet Blue	Philips TL-D18W (Note Checking Use) or Equivalent	20 No.
15	Electric Tube Rods 04 Feet	Philips TL-D36W/54-765 or Equivalent	300 No.
16	Electric Wire 03/29 Single Core	Copper Wire G.M (90 Meter Length Quail) or Equivalent	06 Quail
17	Electric Wire 07/29 Single Core	Copper Wire G.M (90 Meter Length Quail) or Equivalent	06 Quail

18	Electric Wire 07/36 Single Core	Copper Wire G.M (90 Meter Length Quail) or Equivalent	04 Quail
19	Electric Wire 40/76 2 Core	Copper Wire G.M (90 Meter Length Quail) or Equivalent	05 Quail
20	Electric Wire 110/76 2 Core	Copper Wire G.M (90 Meter Length Quail) or equivalent	05 Quail
21	Electrical Button 02 Gange	Classic 250 Volts 13 AMP or Equivalent	50 No.s
22	Electrical Button 03 Gange	Classic 250 Volts 13 AMP or Equivalent	50 No.s
23	Electrical Button 04 Gange	Classic 250 Volts 13AMP or Equivalent	36 No.s
24	Electrical Extension Lead	40/76 Copper wire 06 Yards 08 switch	50 No.
25	Electrical Holder	China 250 Volts 10 AMP or equivalent.	50 No.s
26	Electrical Shoo AC 3 Pin	China 250 Volts 13 AMP or equivalent.	60 No.s
27	Electrical Socket	China 250 Volts 13 AMP or equivalent.	100 No.s
28	Electrical Switch	Multi Plug China 05 Switch Capacity	50 No
29	Exhaust Fan (Glass)	GFC/Royal 8*8 or Equivalent	04 No.
30	Greece	100 Gram (NTN ) or Equivalent	01 Box
31	LED Bulb 12 Watt	Osaka/Pak Light/Tuff or Equivalent---12 WT+ 18 WT	250 No.
32	LED Bulb 24 Watt	Osaka/Pak Light/Tuff or Equivalent.....30 WT + 40 WT	250 No.
33	LED Bulb 45 Watt	Osaka/Pak Light/Tuff or Equivalent.....50 WT	50 No.
34	Plastic Tape	Neto Standard Size or Equivalent	48 No.s
35	Power Plug ( Universal)	PPI 13 Amp	24 No.
36	Power Plug for A.C with Socket Board	PPI 30 Amp	24 No.
37	PVC Pipe 01"	Adam Jee or Equivalent	500 Feet

38	PVC Pipe 1" ELBO	Adam Jee or Equivalent	50 No.
39	PVC Pipe 1" Socket	Adam Jee or Equivalent	50 No.
40	PVC Pipe 1" T	Adam Jee or Equivalent	50 No.
41	PVC Pipe 1.5"	Adam Jee or Equivalent	500 Feet
42	PVC Pipe 1.5" ELBO	Adam Jee or Equivalent	50 No.
43	PVC Pipe 1.5" Socket	Adam Jee or Equivalent	50 No.
44	PVC Pipe 1.5" T	Adam Jee or Equivalent	50 No.
45	SMD LED Light	Osaca/Pak Light 18 w or Equivalent.../.AGREE ICE PANNEL 18 WT	500 No.
46	Starter for Tube Rods	Philips S-10 or Equivalent	400 No.
47	Telephone Set	Panasonic KX-TSC-881 CID with CLI or Equivalent	50 No.
48	Telephone Set Cable	1 Pair Copper GM (90 Meter Length) or Equivalent	03 Quail
49	Telephone Set Cable	2 Pair Copper GM (90 Meter Length) or Equivalent	03 Quail
50	Telephone Cable Connector	RJ 15 or Equivalent	300 No.
51	Wire Clip	Plastic 6*6 (Taiwan) or Equivalent	500 No.

**FZ/HRA&P/01/K-24 (General Services)**  
**(For details refer to General Terms & Conditions)**

Sr. No.	NAME OF ITEMS	SPECIFICATION	Est. Annual Req.Qty. (Approx.)
1	China Lock Large As Per Sample	China Fine Quality having unique key or Equivalent	50 No.
2	China Lock Medium As Per Sample	China Fine Quality having unique key or Equivalent	50 No.
3	China Lock Small As Per Sample	China Fine Quality having unique key or Equivalent	50 No.
4	Computer Chair Arms Set Repairing	Imported Fine Quality Each Set Contain Left And Right Arm Combination or equivalent	50 No.
5	Computer Chiar/Revolving Chair Complete Base (As per sample)	Complete set (Including Machine+Pump+Punch etc) Imported, heavy plastic/Iron as per sample or equivalent	40 No.
6	Computer Chiar/Revolving Chair Wheel Reparing	Imported Fine Quality or equivalent	60 No.s
7	Door Closer	New Star/China fine quality or equivalent	24 No.
8	Door Lock	Round China Fine / Flat China Regular size Machine / Flat China Large Size Machine	36 No.
9	Furniture Polish (Table 3*5)	Spirit Polish Fine Quality As Per Sample	60 No's
10	Furniture Polish (Table 2.5*4)	Spirit Polish Fine Quality As Per Sample	90 No's
11	Furniture Polish (Cushioned Chair)	Spirit Polish Fine Quality As Per Sample	100 No.
12	Furniture Polish (Canning Chair)	Spirit Polish Fine Quality As Per Sample	100 No.
13	Furniture Polish (Center Table 2*4)	Spirit Polish Fine Quality As Per Sample	50 No.
14	Furniture Polish (Sofa 05 Seater)	Spirit Polish Fine Quality As Per Sample	50 No.
15	Furniture Polish (Side Rack 1.5*4)	Spirit Polish Fine Quality As Per Sample	100 No.
16	Glass Table (With fixation)	6 mm Tariq/Ghani as per Table measurement	800 sq. Feet

		or equivalent	
17	Glass Table (With fixation)	8 mm Tariq/Ghani as per Table measurement or equivalent	800 sq. Feet
18	Glass Partition	12 mm Tariq/Ghani as per measurement or equivalent	2500 Sq.ft
19	Happilac Distemper	Happilac Multicolor or Equivalent	50 Gallon
20	Happilac Paint	Happilac Multicolor or Equivalent	25 Gallon
21	Nail Steel	1/2" Fine Quality or Equivalent	300 No.
22	Nail Steel	1" Fine Quality or Equivalent	5 Dabbi
23	Nail Steel	1.5 " Fine Quality or Equivalent	5 Dabbi
24	Poly Bag Large	Fine quality Plastic 100 kg Capacity or Equivalent	300 No.
25	Sofa Seat 3" Cushioned Repairing	Master Molt foam Sofa 3" Standard Size with Nylon cover or equivalent	100 No.
26	Sofa Seat 3" Cushioned	Master Molt foam Sofa 3" Standard Size with Nylon cover or equivalent	100 No.
27	Steel File Cabinet Lock (With Fitting Charges)	Vender is responsible for Replacement with new Lock as Per Demand	100 No.
28	Table Draw Handle	China Fine Quality Iron or Equivalent	100 No.
29	Table Draw Railing	Alphat 14" or Equivalent	25 No.s
30	Table Draw Railing	Alphat 16" Goli wali or Equivalent	25 No.s
31	Table Draw Lock	KGI( 505 Poni,808 inchi,1/2")China Fine Quality Iron or Equivalent	200 No.
32	Kitchen Qabza	DTC or equivalent	25 Set

**FZ/HRA&P/01/L-25 (AC SERVICES)**  
**(For details refer to General Term & Conditions)**

Sr. No.	NAME OF ITEMS	SPECIFICATION	Est. Annual Req.Qty. (Approx.)
1(a)	Split AC 1.5 Ton SERVICE	Per Unit	50 No.
1(b)	Split AC 2 Ton SERVICE	Per Unit	50 No.
2(a)	Inverter Split AC1.5 Ton GENERAL SERVICE	Per Unit	50 No.
2(b)	Inverter Split AC 2 Ton GENERAL SERVICE	Per Unit	50 No.
3	A/C FITTING (New)	Per Unit	50 No.
4	A/C installations Charges	Per Unit	20 No.
5	A/C Reinstallation Charges	Per Unit	20 No.
6	BREAKER 15 apm	Per Unit	25 No.
7	ANGLE	Per Unit	25 No.
8	COPER PIPE(2' & 1") PER FOOT WITH INSOLATION	Per Unit	50 No.
9	GAS CHARGING ( RZZ )	Per Unit	100 No.
10	A/C D/C GAS ( 410-A )	Per Unit	100 No.
11	KIT CARD REPAIRING SPLIT A/C WITH FITING	Per Unit	50 No
12	KIT CARD D/C A/C REPAIRING WITH FITING	Per Unit	50 No
13	SOLDING UNIT	Per Unit	50 No
14	POWER RELAY	Per Unit	50 No
15	A/C UN-INSTALL CHARGES	Per Unit	50 No
16	GAS CHARGING FREEZER/FRIDGE ( R-134, R410 )	Per Unit	25 No
17	WIRE PER YARD CHARGES	110/76	200 Meter



18	Electric Water Cooler Gas Charging R-600/R634	Per Unit	15 No
19	Thermostat	Per Unit	15 No
20	Compressor Relay Over Load Replacement	Per Unit	15 No
21	Indoor Motor replace	Per Unit	30 No.
22	Outdoor Motor replace	Per Unit	30 No.
23	Indoor Bloor replace	Per Unit	30 No.
24	Outdoor Unit Fan Replace	Per Unit	30 No.
25	Section Wall	Per Unit	30 No.
26	Discharge Wall	Per Unit	30 No.
27	Union Relay	Per Unit	30 No.
28	Caperily Tube Repair	Per Unit	30 No.
29	Drawer Filter	Per Unit	30 No.
30	Compressor Oil	Per Unit	30 No.
31	Compressor Repair	Per Unit	30 No.
32	New Compressor	Per Unit	30 No.
33	Sonit Wall	Per Unit	30 No.
34	Circuit Wall	Per Unit	30 No.
35	Water Cooler Condenser	Per Unit	30 No.

<b>FZ/HRA&amp;P/01/M-25 (CASH CARRYING VAN SERVICES)</b>				
Sr.No	Location	Van Collection Charges	Vault Charges	Seal Charges
1	State Life Building Liaquat Road Faisalabad Zone to UBL Bank Square Branch			
2	Cash Counter Fawara Chowk Jaranwala to UBL Jaranwala			
3	Cash Counter Gojra Road Samundri to UBL Samundari			

**TERMS & CONDITIONS**

**(General Terms and conditions also apply)**

**FOR HIRING SERVICES OF CASH CARRY/CASH IN TRANSIT VAN**

1. Only GST registered Security Companies (active tax payers) can participate in the tender.
2. Competent Authority reserves the right to reject any/all items or any/all bid(s) or proposals According To PPRA Rules & Regulations.
3. The quoted price must be irrevocable /unconditional.
4. Bid security/Earnest money must be in lump sum amount Rs. 50,000/- shall be deposited by the bidder/vendor in the form of CDR/Pay Order/Demand Draft favoring State Life Insurance Corporation of Pakistan (Estimated value of the procurement is Rs. 50,00000/-
5. Bid Received after the above deadline or without Bid Security/Earnest Money and or less than required amount shall not be accepted.
6. The Successful bidder shall deposit Rs. 50,000/-in the form of CDR/Demand Draft/Pay Order as Performance Guarantee (PPRA rule 39).
7. The bid found to be the lowest evaluated shall be accepted.
8. Validity of the bid will be up to 28-02-2026 from the date of opening of bid, which may be extendable on mutual consent.
9. The Bidders are hereby informed that the State Life Insurance Corporation of Pakistan shall deduct Income Tax & Sales Tax at the rate prescribed under provincial or federal tax laws, from all payments of successful bidder at the time of payments and Proper valid documentation is required for claim of tax exemption (if any).
10. The contract shall deem to be considered as cancelled if the vendor fails to provide agreed services.
11. The rates quoted should be in Pak Rupees inclusive of all applicable taxes as per Govt rules and expenses (if any). The rates quoted will be treated as final and must be valid till ending of agreement period.
12. Agreement period shall start after placement of confirmed work order or signing of formal agreement whichever is earlier.
13. Office working days are Monday to Friday. Sometime Saturday and Sunday Cash Counters open which shall be communicated one day before.

**Applicant cannot apply if they:-**

- 1- Are not GST/Income Tax registered company.
2. Are bankrupt or in process of going bankrupt/Blacklisted.
3. Have been convicted for an offence concerning the professional conduct.

4. Have not fulfilled obligations related to payment of taxes.
5. Are guilty of serious Mis-interpretation or Mis-representation of facts in supplying information.
6. Eligibility criteria mentioned in tender documents must be observed and fulfilled.

### **MANDATORY REQUIREMENTS**

The service provider should have: -

- 1- Minimum fleet size of 20 specifically fabricated cash vans (Own/Leased) in Major Cities of Punjab.
- 2- The cash vans must be GPS enabled monitored live with Geo- fencing mapping.
- 3- Cash vans to have CCTV inside.
- 4- Vans must be bullet proof and must be as per State Bank SOP's.(Chang Time By Time if any)
- 5- One Cash Carry/Cash in transit Van (and one as a reserve to be available with service provider) with Crew members as two armed guards (Ex-Servicemen) One Executive member and One Driver for transporting cash between Bank and State Life offices.
- 6- One Cash Carry/Cash in transit Van as and when required during banking hours and after banking hours in routine days and volt facility during holidays.
- 7- Vendor must have comprehensive insurance coverage from an insurance company having A or AA rating by PACRA.
- 8- Vendor must have nationwide collection and distribution network Head Office, Branch office/service center) fully equipped with reliable & experienced staff and fleet of modern armored vehicles.

### **SPECIAL INSTRUCTIONS**

- State Life reserves the right to cancel a location of service any time without any impact on rates and tender.
- Approximate average daily cash in transit/to be carried is Rs. 10-15 million during normal business days. This average increases manifold i.e.Rs.25-30 million daily during quarterly, half yearly and annual closing days.
- Bidder shall be bound to provide services at locations/proposed locations at approved rates without any additional cost.
- Bidder shall collect cash daily (during working days) and during off days (holidays) as per instructions of focal person/persons, the names of whom shall be communicated at the time of signing agreement.
- SOPs of cash collection from State Life Cash Counters shall be discussed at the time of agreement with successful bidder.

**NOTE:** After technical evaluation, Rates shall be compared among bidders for finding the most Economical bidder and financial bids shall be opened/announced for only technically qualified bidders. The Lowest Bidder for Each Location will be considered Successful.