



**STATE LIFE**  
INSURANCE CORPORATION OF PAKISTAN

**TENDER DOCUMENTS**

**FOR**

**HIRING OF SERVICES FOR TOUR**  
**OF MURREE**

Prepared By: (HR&A) Department  
State Life Insurance Corporation of Pakistan,  
UBL Chowk Near Disstt Court Civil Line  
Jhang Saddar  
Phone: 047-9200169,

**Jhang Zone**

**TENDER DOCUMENT FOR**  
**HIRING OF SERVICES FOR 3 DAYS 2 NIGHTS TOUR OF MURREE**

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**TENDER NOTICE NO. P&GS/JG/02/2025**  
**Services Required for Tour of MURREE**

State Life Insurance Corporation of Pakistan JHANG Zone invites Sealed Financial Bids in accordance with PPRA rules, under Single Stage One Envelope Procedure from experienced & reputed GST/Income tax/ Sales tax Registered Firms/Tour Organizer's (Federal/Provincial) having relevant experience for Tour of MURREE.

Nature of Services	Duration of Stay	Number of Tourists	Bid Security	Expected Date of Tour	Closing Date & Time for Submission of tender	Opening Date & Time of Tender
1- Transportation 2- Accommodation 3- Meals & Refreshment	2 Nights & 3 Days	42 (exact number will be clear in work order)	Rs.52500/--	25-April-2025 to 15-May-2025	09-04-2025 at 11:00 am	09-04-2025 at 11:30 am

Bids will be open on \_09-04-2025 at **11:30 am** in the presence of bidders or their representatives in the tender Opening meeting. **No Tender will be entertained without Bid Security/Earnest Money/CDR. The estimated cost of Tender is Rs.1050000/-**

State Life Insurance Corporation reserves the right to reject all bids or proposals at any time prior to the acceptance of bids or proposals in accordance with PPRA Rule No.33.

Dost Muhammad Nadeem  
Incharge(HR&A) Department  
State Life Insurance Corporation of Pakistan,  
UBL Chowk Near Disstt Court Civil Line  
Jhang Saddar Phone: 047-9200169,

**EXPECTED TOUR SCHEDULE & DETAIL OF REQUIRED SERVICES**

**Estimated Cost of Tour Rs:1050000/- (with GST)**

**A. NATURE OF SERVICES:-**

01	Transportation	Luxury Coasters (Air Conditioned)
02	Hoteling	03 Persons Bed to Bed /Sharing each room accommodation.
03	Meals And Refreshment Services	Break Fast, Lunch, Dinner, Tea / Cold Drinks and availability of mineral water in the vehicles.
04	Medical (First Aid)	Availability of dressing and necessary medicine.
05	No. of Tourists	As per Work Order

**B. EXPECTED TOUR SCHEDULE:-**

**APRIL, 25-2025 TO May,15-2025.**

Departure	Departure	Places to be Visited	Manu Break Fast	Manu Lunch	Manu Dinner	Night Stay
25-04-2025 from State Life Zonal Office Jhang or as per work order	12..30 am	Murree NathiaGali DongaGali Ayubia Patriata ChairLift Cable Car & also visit Famous Places in Islamabad	Paratha Chana Aloo Bhujjiya, Omlate , Bread Fresh Chapati Halwa, & Tea (03 Days)	Bariyani Chappli Kabab Kabuli Palao Cold Drink (02 Days)  MuttonKarahi Fresh Chapati Cold Drink (01 Days)	Mutton Karahi Bar B Q Fried Rice/Chicken Manchurian Cold Drinks/Tea (02 Nights)	Murree Nearest Hotel to Mall Road

27-April 2025	11:00 pm	<i>After Dinner Departure for Jhang</i>
Note: All Expenses including tickets of visiting places will be incurred by the Firm/Vendor.		

### INSTRUCTIONS TO BIDDERS

1. The bidders are requested to read, understand and fill the tender in all respects.
2. Single Stage – one envelope procedure will be adopted for bidding process, sealed bids documents should be delivered at State Life Zonal Office U B L Chowk Near Near Distt Court Civil Lines Jhang Saddar by the stipulated date and time.
3. Absence of bidder or their representative shall not impair the legality of the opening procedure.
4. All the presented Bidders or their representative shall be required to sign on attendance sheet.
5. The bids should be accompanied by an Earnest Money Deposit 5% @ Rs.52500/- amount in the form of Banker's Pay Order / Demand Draft of any commercial bank. The validity of the Pay Order/ Demand Draft must be up to 3 months starting from the date of issue of this tender. The Pay Order / Demand Draft shall be drawn in favor of " , State Life Insurance Corporation of Pakistan Jhang Zone.
6. Bidders shall not be permitted to withdraw their offer or modify the terms and conditions thereof. In case the bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid 'Bid Security' shall be forfeited to the client.
7. The bids without Earnest Money shall be rejected.
8. Bids shall remain valid and open for acceptance till **31-May-2025** from the last date of submission of Bids.
9. In case Client calls the bidder for negotiation then this shall not tantamount to cancellation or withdrawal of original offer which shall be binding on the bidder.
10. The Bid shall be submitted not later than 11 am **09-04-2025** and should be addressed to In-charge (P&GS), State Life Insurance Corporation of Pakistan, Jhang Zone.

11. Bidders sending their bids through PPRA-E-Pads should also ensure that their bids are received on the said address by the stipulated date and time. No time extension for couriers/ sent by post shall be granted.
12. Late Bids: Any Bid received by the client after the deadline for submission of bids, as stipulated above, shall not be considered and will be returned unopened to the bidder.
13. Incomplete bids / conditional bids and without earnest money bids will be rejected.
14. The date fixed for opening of bids, if subsequently declared as holiday by the Government, the revised date of schedule will be notified. However, in absence of such notification, the bids will be opened on next working date, time and venue will remain unaltered.
15. State Life shall reserve the right to reject all the bids at any time prior to acceptance of bid.

#### SPECIAL CONDITIONS

1. Bids security be sent along with a Pay Order/Bank Draft of Rs.52500/- of the bid value in favor of State Life Insurance Corp of Pakistan Jhang Zone as earnest money, which will be returned immediately after the completion of tendering process to the unsuccessful bidders and after satisfactory completion of delivery to successful bidder (s) respectively.
2. Sales Tax Registration Certificate FBR must be attached with tender.
3. Certificate of National Tax Number.
4. Proof of Active Tax Payer
5. Bid validity period should be as per tender terms & conditions.
6. The Numbers of Persons may increase/decrease.
7. In case of sub-standard services by the successful Vendor/ Supplier the amount of Bid Security will be forfeited in favor of State Life.
8. Rate must be quoted including all taxes.
9. The tender received after the due date & time will not be entertained. The in-time Submission of tender will be onus of bidder (s).
10. The envelope of Tender should be marked **"Earnest Money For TOUR & TRAVEL SERVICES"**
11. The incomplete or conditional tender will not be entertained.
12. Only those Vendor/Firms may participate in tender who fulfill its terms & conditions.
13. The Competent Authority reserves the right to reject all Bids or Proposals any time prior to

contractor who submitted a bid or proposal, the grounds for its rejection but not bound to justify the same as per PPRA rules.

14. No Advance payment will be admissible; the whole payment will be made after completion of tour.

15. In case of any query please contact Mr. Muhammad Rafique In Charge Z H S 047-9200392.

**BILL OF QUANTITY**

<u>Sr. #</u>	<u>Nature Of Services</u>	<u>No Of Tourists</u>	<u>RATE PER PERSON</u> <u>With GST</u>
1.	Three (03) days Two (2 nights) Tour of Murree with all services as stated in Tender.	As per work order	

\_\_\_\_\_  
(Name, Signature & Seal of the authorized Person)

For & on behalf of M/S. \_\_\_\_\_

Dated: \_\_\_\_\_ Seal: \_\_\_\_\_

### **EVALUATION CRITERIA**

**Following documents are mandatory to be submitted to qualify the Tender**

1. Copy Of Certificate of National Tax Number/ GST.
2. Copy Of Proof being Active Tax Payer.
3. Bid Security Rs.52500/- (Returnable)
4. Experience certificate



**FORM OF BID**

Tender Reference No. **P&GS/02/JG//2025.**

Nature of Tender: **Hiring of Services for 3 Days tour of MURREE.**

**To**

**Mr. Dost Muhammad Nadeem,**  
Secretary (ZPC),  
State LifeZonal Office  
JHANG

Dear Sir,

Having examined the Bidding Documents, for the hiring of Services for 3 Days tour of MURREE we the undersigned, being a company doing business under the name of \_\_\_\_\_ and having address \_\_\_\_\_ and being duly incorporated under the laws of Pakistan. I hereby offer to execute and complete job .

2. We understand that all papers attached here to form part of this Bid.
3. As security for due performance of the undertakings and obligation of this Bid, we submit herewith a Bid security of Rs.52500/- drawn in favor or made payable to you and valid for a period of 30 days.
3. We undertake, if our bid is accepted, we shall provide you services to entire satisfaction as mentioned in tender.
4. We agree to abide by this Bid under the relevant laws.
5. We undertake that you are not bound to accept the lowest or any bid you may receive.

Signature \_\_\_\_\_

In the capacity of \_\_\_\_\_ duly authorized to sign bid for and or behalf of \_\_\_\_\_.

(Name of Bidder/Firm in Block Capitals)

(Seal)

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Witness:

(Signature) \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Name of Vendor/ Firm

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Registered Address

---

Telephone No.

---

Cell No.

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Fax No.

---

E-Mail

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Name of Official  
(Who will represent vendor/  
Firm on the day of tender  
opening)

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NTN No.

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Sales Tax No.

---

Vendor/ Firm rep Signature

---

CNIC No.

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Seal Of Firm

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**Signature of the Authorized Signatory**

**Designation:  
(Office seal of the Bidder)**

**UNDERTAKING**

I, the undersigned certify that the photocopies submitted in support of proof of having fulfilled the minimum eligibility criterion are authentic and genuine. In case any variance is found by the Client on comparing with the originals the bidder shall be responsible for action against him to be taken by the client as deemed fit.

Moreover we are also under take that our Company/Firm is not black listed by any Govt Department.

**Signature of the Authorized Signatory**

**Designation:  
(Office seal of the Bidder)**

Date:- \_\_\_\_\_

Place:- \_\_\_\_\_

**THE END**