

### **TENDER DOCUMENTS**

# **FOR**

# PROCUREMENT OF SPLIT AIR CONDITIONERS

Prepared By: **Human Resources & Admin Department** 

State Life Insurance Corporation of Pakistan, Kotli Road, Sector F/1, Barry Mian Plaza, Mirpur (AK)

Phone: 05827-927454, Dated: 20-05-2025









### BID INVITATION OF TENDER NO.HR&A/MRAK/02/2025

The State Life Insurance Corporation of Pakistan, Mirpur (AK) Zone invites Bids through E-PADS for procurement of Supply Split Air Conditioners as per following from reputed Firms/Vendors/Suppliers who are registered with Sales/Income Tax Department and have their own offices and phone numbers.

<u>Description</u>	Bid Security	Closing Date & Time for Submission of Tender	Opening Date & Bid Security
Supply of Split Air Conditioners with installation	Rs.130,000/-	04-06-2025 11:00 AM	04-06-2025 11: 30 AM

- 2. The Single Stage-Single Envelope method as provided in PPRA rules 2004 shall be adopted for said procurement. The bids will be opened online as per above mentioned schedule. The bidders' Representatives who wish to participate in the bidding process may join bids opening on E-pads PPRA. The bid (s) submitted other than E-PADS will not be entertained.
- 3. The Bids should be uploaded along-with a scanned copy Pay Order/Bank Draft of the Bid Security in favor of State Life Insurance Corporation of Pakistan, Mirpur (AK) Zone on E-Pads, PPRA. The Original Pay Order/Bank Draft must reach on below mentioned address before the closing date/time of the tender.
- The State Life reserves the right to reject any or all bids or proposal at any time prior to the acceptance of bid, or proposal, under provision of PPRA rules No.33(1).
- 4. Bidding documents, containing detailed terms and conditions, etc. are available for download at State life's website www.statelife.com.pk & www.eprocure.gov.pk free of cost.
- 5. In Case of any clarification or query the vendors/contractors/suppliers may visit the office and contact the concerned officer Mr. Jawad Ur Rehman, Assistant Superintendent (HR& Admin), Kotli Road Sector F/1 Barry Mian Plaza Mirpur (AK) or call on Phone. No. 05827-927454 during office hours.

#### (M. Haneef Abbasi)

Manager (HR& Admin)/Secretary, Zonal Procurement Committee (ZPC),

**Zonal Office,** Bary Mian Plaza Kotli Road, Sector F/1, Mirpur (AK)







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#### INSTRUCTIONS TO BIDDERS

- 1. The procurement method as provided in Public Procurement Rule 36(a) will be adopted for the tender.
- 2. The intending bidders are requested to read & understand the terms and conditions of the tender carefully before up-loading the same on E-Pads..
- 3. The intending Bidders may submit their bids through PPRA E-PADS (www.eprocure.gov.pk).
- 4. The Tender will be opened on line in the office of In-charge (HR& Admin/Secretary ZPC) Zonal Office, State Life, Kotli Road Sector F/1 Barry Mian Plaza Mirpur (AK) in the presence of the Vendors or their representatives who wish to be present as per given schedule.
- 5. The absence of any bidder or his representative shall not impair the legality of the opening procedure. All the present Bidder(s) or their Representative shall be required to sign on attendance sheet.
- 6. The 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 back out after quoting the rates, the Bid Security shall be forfeited in the favor of State Life.
- 7. The Bid Security must drawn in favor of "State Life Insurance Corporation of Pakistan, which will be returned immediately after the completion of tendering process to the unsuccessful bidders. However, successful Bidder shall return earnest money after satisfactory completion of the job.
- 8. The bid validity must be for at least eight (08) weeks from the opening date of the tender.
- 9. The Bidder must submit the photocopy of National Identity Card of their Proprietor on E-PADS.
- 10. A penalty Rs.5000/- each day will be imposed for late supply & installation of the equipment after the specified delivery schedule.
- 11. The procuring agency reserves the right to increase or decrease the quantities Air Conditioners due to any reason.
- 12. The incomplete bids or conditional bid will be rejected.
- 13. The date fixed for opening of bids, if subsequently declared as holiday by the Government, the Bids will be opened on next working date on same time.
- 14. If any Bid found against the terms and conditions of Tender, same will be rejected.

#### **SPECIAL CONDITIONS**

- 1. Sales Tax Registration Certificate FBR must be attached with tender.
- 2. Certificate of National Tax Number.
- 3. Proof of Active Tax Payer.
- 4. In case of sub-standard supply by the successful Vendor/ Supplier the amount of Bid Security will be forfeited in favor of State Life and supply will be returned.
- 5. All rates must be quoted with applicable Taxes.
- 6. Only those Firms/Vendors/Supplier may participate in tender who fulfill terms & conditions of the tender.
- 7. The Competent Authority reserves the right to reject all Bids or Proposals any time prior to acceptance of a bid or proposal. However, State Life on request shall communicate any contractor who submitted a bid or proposal, the grounds for its rejection but not bound to justify the same as per PPRA rules.
- 8. No Advance payment will be admissible; the whole payment will be made after completion of the job successfully.
- 9. No separate transportation and Installation Charges will be admissible separately.
- 10. All mandatory requirements must be fulfilled to become eligible as responsive Bidder.
- 11. The most advantageous Bid who meet the tender Terms/Conditions & economical will be accepted.
- 12. The rates for both Category of Split Air Conditioners i.e. 1.5 ton and 2 ton shall be considered as whole.
- 13. Payment will be admissible as per actual utilization of Extra Pipe if used.

### **BILL OF QUANTITY**

# **DETAIL OF REQUIRED SPLIT AIR CONDITIONERS, FOR MIRPUR (AK) ZONE**

	NAME OF ITEM	QTY	Cost Per Unit With GST	Total Cost With GST
1	SUPPLY, INSTALLATION AND TESTING & COMMISIONING OF SPLIT-TYPE Full <u>DC Inverter</u> (Heat & Cool) Capacity <u>1.5 Ton</u> , <b>19000 BTUs per hour •</b> With Connecting Kit Copper • With Installation, Gold or Blue Fins, Color White, Wi-Fi Enabled, Power Gear Control, Stable Cooling at High Temperature T3-Compressor must be with Double Piston & Double condenser bigger outdoor.			
	<u>Warranty:</u> Compressor must have Ten Years while Electronic parts have One year, PCB Kit 5 Years & Three Evaporator warranty.	04		
	OR EQUIVALENT.			
2	SUPPLY, INSTALLATION AND TESTING & COMMISIONING OF SPLIT-TYPE Full DC Inverter (Heat & Cool) Capacity 2 Ton, 24000 BTUs per hour • With Connecting Kit Copper • With Installation, Gold or Blue Fins, Color White, Wi-Fi Enabled, Power Gear Control, Stable Cooling at High Temperature T3-Compressor must be with Double Piston & Double condenser bigger outdoor.  Warranty: Compressor must have Ten Years while Electronic parts have One year, PCB Kit 5 Years & Three Evaporator warranty.	02		
	OR EQUIVALENT.			
3	Extra Piping:  Extra copper refrigerant Piping with installation, complete in all respect. Make: Trox (Korea), Muelle			
	(Name, Signature & Seal of the author	orized Pe	erson)	
	For & on behalf of M/s			_
	Dotada Coola			

# **Mandatory Requirements for Responsive Bid**

S.	Description of Mandatory Requirement	Yes	No
No			
1	Draft of Earnest Money (Separate Envelope).		
2	Company/Firm Established/ Registered, Corporate status for more than Five years.		
3	GST and NTN Registration Certificate.		
	Active Taxpayer List (ATL) of FBR		
	Status as "Active" in I.T and Compliance Level is 100% in GST.		
4	Proof of Non-Blacklisting:		
	Submission of Affidavit on Rs. 100 Stamp Paper (duly attested from notary public) that the company is not neither blacklisted by any Govt. Department and public sector client.		
5	Warranty:		
	One year (01) Brand/Manufacturer.		
6	Professional Experience:		
	Proof of 05 Years' experience.		
7	Bid Security Rs. 130,000/- (Return able)		

Authorized Signature	of Company Official with Seal.
For & on behalf of M/S	
Dated:	Seal:

#### **FORM OF BID**

M. Haneef Abbasi

### Secretary (ZPC), State Life Kotli Road Sector F/1, Bary Mian Plaza Mirpur (AK). Dear Sir. Tender Reference No: HR&A/MRAK/02/2025. Nature of Tender: Procurement of Split Air Conditioners. Having examined the Bidding Documents, for the hiring of Services for Procurement of Split Air Conditioners, we the undersigned, being a company/vendor doing business under the name and address \_\_\_\_ of and being duly incorporated under the laws of Pakistan hereby offer to execute and complete job. 1. We understand that all papers to or forms are part of this Bid. 2. As security for due performance of the undertakings and obligation of this Bid, we submit herewith a Bid security of Rs. \_\_\_\_\_ drawn in favor "State life" 3. We undertake, if our bid is accepted, we shall provide you goods to your 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	
Registered Address	
Telephone No.	
Cell No.	
Fax No.	
E-Mail	
Name of Official (Who will represent vendor/ Firm on the day of tender opening)	
NTN No.	_
Sales Tax No.	
Vendor/ Firm rep Signature	
CNIC No.	
Seal Of Firm	
	Signature of the Authorized Signatory

Designation: (Office seal of the Bidder)

### **UNDERTAKING**

- I, the undersigned undertake 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.
- 2. We also under take that our firm/Company is not black listed by any Government Department and public Sector client.

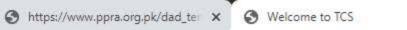
Signature of the Authorized Signatory

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

Date:-			

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

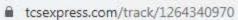
# THE END

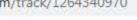










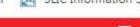






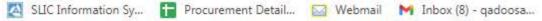














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### **Shipment Booking Details**

Tracking Number: 1264340970

Shipment Details:

Agent Reference Number: NA

Origin: MIRPUR A.K. Destination: **ISLAMABAD** Booking Date: May 20, 2025

### **Shipment Track Summary**

Current Status: Delivered

Delivered On: Wednesday May 21, 2025 12:27

Received by: GHULAM FAREED

Current Status: DELIVERED

Delivered On: Wednesday May 21, 2025 12:27

Signed By: Ghulam Fareed

# **Track History**

Date Time	Status	
Wednesday May 21, 2025 12:27	Shipment Delivered GHULAM FAREED	
Wednesday May 21, 2025 11:09	Arrived at TCS Facility ISLAMABAD	
Wednesday May 21, 2025	Out For Delivery	















