



# STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

# اسٹیٹ لائف

انشورنس کارپوریشن آف پاکستان



**Tender Notice No.HR &Admin/G&P/LHR/02/2024**

Date: October 03, 2024

**Purchase of Branded Laptops, Desktop Computers and Printers along with Software for Group & Pension Lahore Zone.**

State Life Insurance Corporation of Pakistan (SLIC) invites sealed technical and financial bids through (EPADS) in accordance with PPRA Rules, under “Single Stage-two envelopes procedure” from well recognized firms dealing in sale and services of “**Laptops, Desktop Computers and Printers along with Software**” for Group & Pension Lahore Zone. Intended bidders must be registered with Income Tax/Sales Tax Departments and having their own office and telephone/Fax no (if found contrary Tender will be rejected)

Title of Work	Tender Closing Date & Time	Tender Opening Date and Time
<b>Purchase of Branded Laptops, Desktop Computers and Printers (Specifications, Details, QTY and Terms &amp; Conditions as per Tender Document)</b>	23-10-2024 At 10:00 a.m.	23-10-2024 At 10:30 a.m.

- Tender Notice along with Tender Document can be seen/downloaded from PPRA website i.e. [www.ppra.org.pk](http://www.ppra.org.pk) also tender notice along with tender document has been uploaded on EPADS system 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 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 23-10-2024 before 10:00 am. Technical Bids will be opened on the same day at 10:30 am
- No tender will be entertained without bid **security/earnest Money/CDR of Rs. 21,000/- for LOT 1 (LAPTOPS) and Rs. 18,100 for LOT 2 (DESKTOP COMPUTERS & LED) and 20,300 for LOT 3 (PRINTERS)**. Original Bid Security in form of bank draft/Pay order/CDR in favor of “**State Life Insurance Corporation of Pakistan**” must be submitted to undersigned before the opening of Bids.
- State Life Insurance Corporation of Pakistan reserves right to accept/ reject all bids in accordance with PPRA Rules.

**Incharge HR & Admin (Group & Pension)**

Lahore Zone. Ph. No.042-99200303

P&GS DEPARTMENT, GROUP AND PENSIONS LAHORE ZONE, 15-A SIR AGHA KHAN ROAD LAHORE. PHONE: 99200303 FAX: 99200302



# STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

# اسٹیٹ لائف

انشورنس کارپوریشن آف پاکستان



Date: October 03, 2024

## 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 of Laptops, Desktop Computers and Printers along with Software for its Group & Pension Lahore Zone.

## 2. Detail Specification & Quantities / Schedule:

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

<b>LOT NO. 1 (MINIMUM SPECIFICATIONS)</b>	<b>BRANDED LAPTOP INTEL ® CORE i3 OR EQUIVALENT SPECIFICATIONS</b>	<b>QUANTITY</b>	<b>06</b>
<b>PARAMETERS</b>			
Processor	Intel ® Core i3 or Equivalent		
Processor Generation	12 <sup>th</sup> Generation or higher		
Processor Speed	2.50 Ghz Turbo Boost up to 4.40 Ghz		
RAM	8GB DDR-V RAM or higher extendable to 16 GB		
Hard Disk-SSD	256 to 512 GB or higher		
Screen size & Display	14" to 15.6" LED (or higher) FHD (1920x1080) IPS		
Graphic Card	Integrated Intel UHD Graphics		
Connectivity	-10/100/1000 Ethernet Card with (Giga Bit Support), - Wifi -Bluetooth		
Connectors	USB 3.0(2), HDMI, Headphone Output, USB Type C		
I/O Devices	Back light keyboard & Standard Mouse Pad, Web Cam, Laptop Bag		
Operating System	MS Windows 11 Pro or Latest Operating System Licensed		
Software	MS-Office current Version licensed, Antivirus Licensed (Kaspersky or Equivalent)		
Carring Bag	Branded Bag as per the Laptop Size for carrying Laptop, charger etc.		
Warranty	1 Year (or higher) Local		

**STATE LIFE**

INSURANCE CORPORATION OF PAKISTAN

اسٹیٹ لائف

انشورنس کارپوریشن آف پاکستان



<b>LOT NO. 2(1) (MINIMUM SPECIFICATIONS)</b>	<b>BRANDED DESK TOP COMPUTERS INTEL ® CORE i3 OR EQUIVALENT SPECIFICATIONS</b>	<b>QUANTITY</b>	<b>05</b>
<b>PARAMETERS</b>			
Processor	Intel ® Core i3 or Equivalent		
Processor Generation	12 <sup>th</sup> Generation or higher		
Processor Speed	2.50Ghz Turbo Boost up to 4.40 Ghz		
RAM	8 GB DDR-V RAM or higher extendable to 16 GB		
Hard Disk-SSD	256 to 512 GB		
Graphic Card	Graphics Card compatible with supplied motherboard		
Connectivity	-10/100/1000 Ethernet Card with (Giga Bit Support), - Wifi -Bluetooth		
Connectors	USB 3.0(2), HDMI, Headphone Output, USB Type C		
LCD Screen	Minimum 19” HD-SVA anti-glare Display		
Operating System	MS Windows 11 or Latest Operating System Licensed (OEM Release)		
Software	MS-Office latest Version Licensed, antivirus Licensed (Kaspersky or Equivalent)		
I/O Devices	Branded USB Keyboard and Mouse		
Warranty	1 Year (or higher) Local		

<b>LOT NO. 2(2) (MINIMUM SPECIFICATIONS)</b>	<b>LED FOR DESK TOP COMPUTER SPECIFICATIONS</b>	<b>QUANTITY</b>	<b>01</b>
<b>PARAMETERS</b>			
LED	LED for desktop computer (HP, Dell or equivalent 25 inches)		
Warranty	1 Year (or higher) Local		

**STATE LIFE**

INSURANCE CORPORATION OF PAKISTAN

اسٹیٹ لائف

انشورنس کارپوریشن آف پاکستان



<b>LOT NO.3(1) (MINIMUM SPECIFICATIONS)</b>	<b>LASER JET PRINTERS (HP) SPECIFICATIONS</b>	<b>QUANTITY</b>	<b>07</b>
<b>PARAMETERS</b>			
Function	Print,		
Print Technology	Laser		
Display	2-Line LCD, wifi field, left, right, back & cancel button. Ready LED		
Print speed	Black (A4, normal) Up to 40 ppm, black (A4, duplex), upto 34 ipm		
Print quality	Black (Best), Fine Lines ( 1200x1200dpi), technology HP fast Res 1200, HP ProRes 1200, Econo mode		
Processor Speed	1200 MHz		
Maximum Memory	Standard 256 MB		
Wireless Capability	Yes		
Minimum Dimensions	381x 357 x216 mm (without trays and cover not extended)		
Maximum Dimensions	381x 634 x241 mm (without trays and cover not extended)		
Monthly duty cycle	Upto 80,000 pages A4, recommended monthly page volume 75,024,000		
No. of Trays	Standard 2, maximum 3		
Warranty	1 Year or Higher Local		
<b>LOT NO.3 (2) (MINIMUM SPECIFICATIONS)</b>	<b>DOT MATRIX PRINTER (EPSON) SPECIFICATIONS</b>	<b>QUANTITY</b>	<b>01</b>
<b>PARAMETERS</b>			
Function	Print		
Print Technology	Dot matrix		
No of Pins	24		
No of columns	136		
Printing method	Impact dot-matrix		
Printing Speed	LQ;10cpi 120chars/s,12cpi 144chars/s, high speed draft 10cpi 480chars/s,12cpi 576chars/s, draft 10cpi 360chars/s, 12cpi 432chars/s		
Carbon Copies	5plus one original		
Printing Resolution	360x180 DPI		



# STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

# اسٹیٹ لائف

انشورنس کارپوریشن آف پاکستان



Interfaces	USB 2,0, Ethernet interface (100 base TX/10baseT) (Optional), Type B interface, bi-directional parallel, RS 232 (Optional)
Document Feed	Single Sheet front and Rear, continuous media front & rear, paper output rear.
Paper Formats	Sheet Paper (single & multi layer), continuous paper (single & multi layer) labels (single & multi layer), roll paper, envelops, card board
Dimensions	693x 405 x268 mm (WxDxH)
Monthly duty cycle	Upto 80,000 pages A4, recommended monthly page volume 75,024,000
Software	Epson status monitor
Noise Memory	128 KB included
Ribbon Yield	15000000 characters black draft
Warranty	1 Year or Higher Local

## Reminder:

- It is compulsory for the vendor to visit the site in order to get the exact estimate of mentioned items.
- Lot 1(Supply of Laptops), Lot 2(Supply of Desktop Computers) and Lot 3 (Supply of Printers) will be evaluated separately.”
- **Local Warranty period** of all above mentioned items shall be minimum of **01 year**.

Tender enquiry No.	<b>HR&amp;Admin/G&amp;P/LHR/02/2024</b>
Closing date & time for submission of bids	23-10-2024 up to 10:00 a.m.
Date & time of opening of Technical bids	23-10-2024 at 10:30 a.m.
LOT No.1 (Laptop)	CDR amount Rs. 21,000/-
LOT No.2 (Desktop Computers & Computer LED)	CDR amount Rs.18,100/-
LOT No.3 (Printers)	CDR amount Rs. 20,300/-

## **Delivery and after sales service of Consignment:**

Delivery and after sales service of items at State Life Insurance Corporation of Pakistan's Group & Pension Lahore Zone, situated at 15-A, Davis Road (Lower ground Floor), Lahore.

P&GS DEPARTMENT, GROUP AND PENSIONS LAHORE ZONE, 15-A SIR AGHA KHAN ROAD LAHORE. PHONE: 99200303 FAX: 99200302



**STATE LIFE**

INSURANCE CORPORATION OF PAKISTAN

اسٹیٹ لائف

انشورنس کارپوریشن آف پاکستان



Date: October 03, 2024

## **TERMS AND CONDITIONS**

**1. Bidders should provide the name of firm, complete postal address, Telephone No, Fax No, Email address and web address (if any).**

- a) 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 **“Purchase of Branded Laptops, Desktop Computers and Printers along with Software for G&P Lahore Zone”**. However, bid security in shape of pay order must be submitted at the address given in tender notice before closing time else tender will be rejected.
- b) 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.

2. There will be a two-stage evaluation of bids. Technical evaluation will be held first. Financial bid of only technically qualified bidders would be considered for further processing.

**(Technical evaluation of bids / point scoring criteria is available with bidding document).**

5. The Most Advantageous Bid would be accepted for each complete LOT.

- i) Experience of bidders in sales / marketing of relevant equipment.  
ii) Financial Capabilities.  
iii) Number of existing clients provided with similar equipment.  
iv) List of professionals on permanent strength- for installation and after sales services

**(Technical evaluation of bids / point scoring criteria is available with bidding document).**



# STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

# اسٹیٹ لائف

انشورنس کارپوریشن آف پاکستان



6. Bid Security will be returned to un-successful bidders after completion of formal procedure and to successful bidders after issuance of purchase order/ signing of contract. However, successful bidders will be required to submit performance guarantee of 5% in shape of bank guarantee (valid for entire warranty period) in favor of SLIC at the time of issuance of purchase order/ signing of contact and will be released after expiry of warranty period.
7. No bid will be accepted without bid security.
8. All the bids must include all government taxes.
9. Most Advantageous bidder will be required to deliver items within (20) days after issuance of Purchase Order.
10. The bids submitted shall hold good for a minimum period of 60 days from the date of bid opening.
11. The quantity of items may vary at the time of issuing purchase order.
12. Warranty of the items will start from the date of delivery.
13. If the successful bidder fails to supply the items as per purchase order, the bid security will be forfeited.
14. 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.



**STATE LIFE**

INSURANCE CORPORATION OF PAKISTAN

اسٹیٹ لائف

انشورنس کارپوریشن آف پاکستان



15. All the information provided by the bidder must be verifiable.
16. Bid Security 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.
17. If the 1st lowest evaluated/ Most Advantageous bidder fails to supply the items and bid money is confiscated by the State Life then 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.

**(Sher Muhammad)**

Incharge HRA&P

State Life Building, 15-A, Davis Road

Group & Pension Lahore Zone.

Ph.042-99200303





# STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

# اسٹیٹ لائف

انشورنس کارپوریشن آف پاکستان



## **TECHNICAL EVALUATION OF BIDS / POINT SCORING CRITERIA**

<b>Sr. No.</b>	<b>Description</b>	<b>Max. Points</b>
1	Experience of bidder in sales / marketing of relevant equipment ( <i>05 points for each complete year</i> )	25
2	Financial Capabilities ( <i>Annual Report for each year/ Tax Return for each year =5 points</i> )	25
3	Number of Existing Clients provided with similar Equipment ( <i>05 points for each Corporate / Multinational / Govt./ Semi- Govt. Client</i> )	25
4	List of Professionals on permanent strength- for installation and after Sales services ( <i>05 points for each qualified personnel</i> )	25
	Total	100

### **Note:**

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



# STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

# اسٹیٹ لائف

انشورنس کارپوریشن آف پاکستان



Date:-

**FINANCIAL PROPOSAL**  
**(For Procurement of Laptops, Desktop Computers and Printers F.Y 2024)**

<b>LOT 1</b> <b>(Supply of Laptops)</b> <b>One Vendor would be selected on Lump Sum Basis of this Section</b>						
Sr. No.	Description	Qty	Unit Price without GST	Amount of GST	Unit Price with GST	Total Cost (No. of Unit x Unit Price including all Taxes)
1	Supply of Laptop (As per Specification mentioned above)	6				
<b>LOT 2</b> <b>(Supply of Desktop Computers)</b> <b>One Vendor would be selected on Lump Sum Basis of this Section</b>						
1	Supply of Desktop Computer (As per Specification mentioned above)	5				
2	Supply of Desktop Computer LED (As per Specification mentioned above)	1				
<b>LOT 3</b> <b>(Supply of Printers)</b> <b>One Vendor would be selected on Lump Sum Basis of this Section</b>						
1	Supply of HP Laser Jet Printers (As per Specification mentioned above)	07				
1	Supply of Dot matrix Printer (As per Specification mentioned above)	01				

(Filled Financial Proposal to be submitted on your company letter head).

Name of Supplier: \_\_\_\_\_

(Sign & Stamp by Vendor)

P&GS DEPARTMENT, GROUP AND PENSIONS LAHORE ZONE, 15-A SIR AGHA  
KHAN ROAD LAHORE. PHONE: 99200303 FAX: 99200302



**STATE LIFE**

INSURANCE CORPORATION OF PAKISTAN

اسٹیٹ لائف

انشورنس کارپوریشن آف پاکستان

