

**INVITATION TO TENDER FOR INSTALLATION OF MILD STEEL 3D LETTER
ILLUMINATED LED/ SMD ACRYLIC (HORIZONTAL POSITION) 02 (TWO) SIGN
BOARDS AT STATE LIFE BUILDING SUKKUR**

TENDER NO. RE/SB/SUK/APR/2026

INVITATION TO BID

1. *State Life Insurance Corporation of Pakistan*, invites bids via E-PADS under Single stage two envelope procedure, from the original authorized distributors/ suppliers/ Contractors etc., having relevant experience of Sign Board Installation works of corporate type Buildings and have rendered such services in Federal Government organizations, Banks and Multinational Companies in Pakistan and registered with the concerned authorities for **“INSTALLATION OF MILD STEEL 3D LETTER ILLUMINATED LED/ SMD ACRYLIC (HORIZONTAL POSITION 02 (TWO) SIGN BOARDS AT STATE LIFE BUILDING MINARA ROAD SUKKUR.”**. The firms should have proper office, telephone number, N.T.N and should be duly registered with e-PADS, FBR on the ATL & GST list.
2. Bidding documents, containing detailed terms and conditions, etc. are available for download on E-PADS website <http://eprocare.gov.pk>
3. The bids prepared in accordance with the instruction in the bidding documents, must be submitted through E-PADS on or before **20-05-2026 at 11:00 AM**. Bids will be opened on same day at **11:30 AM**.
4. Contractor is advised to submit original bid security and hard copies of original bids shall also be submitted in the office of In-charge (Real Estate Department) 7th floor, State Life Building, Thandi Sarak Hyderabad. On OR before 20-05-2026 at 11:00 AM.
5. This advertisement is also available on State Life website www.statelife.com.pk & PPRA website www.ppra.org.pk however, the bids shall be submitted through E-PADS. Any bid submitted other than E-PADS will not be consider.
6. State Life Insurance Corporation of Pakistan reserve right to accept / reject all bids in accordance with PPRA Rules.

INCHARGE (Real Estate)
5th Floor, State-Life Building
Minara Road Sukkur
Ph:071-9310503

“TENDER”

FOR

**INSTALLATION OF MILD STEEL 3D LETTER ILLUMINATED
LED/ SMD ACRYLIC (HORIZONTAL POSITION) 02
(TWO) SIGN BOARDS;**

A LARGE SIZE 55'X6' (Sft)

&

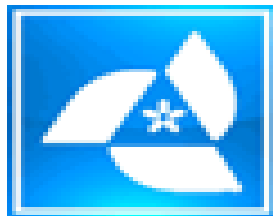
B MEDIUM SIZE 29'X3 (Sft)



STATE LIFE

AT

STATE LIFE BUILDING MINARA ROAD SUKKUR.



STATE LIFE Insurance Corporation of Pakistan,

APPLICATION
INSTRUCTIONS –
TECHNICAL BID



STATE LIFE
INSURANCE CORPORATION OF PAKISTAN

INVITATION TO BID FOR STATE LIFE REAL ESTATE

INSTALLATION OF MILD STEEL 3D LETTER ILLUMINATED
LED/ SMD ACRYLIC (HORIZONTAL POSITION) 02 (TWO) SIGN BOARDS

AT:

STATE LIFE BUILDING MINARA ROAD SUKKUR.
TENDER NO.RE/SB/SUK/APR/2026

REAL ESTATE,
STATE LIFE INSURANCE CORPORATION OF PAKISTAN,
STATE LIFE BUILDING MINARA ROAD SUKKUR.
Phone: 071-9310503



STATE LIFE

INSURANCE CORPORATION OF PAKISTAN

GENERAL INFORMATION

1. Enclosed, please find herewith Tender Documents for the subject work as per single stage two envelope procedure of PPRA Rules. Please submit the same duly filled and completed in all respects **on E-PAD latest by 20-05-2026 at 11:00AM**
2. The bid (s) shall be submitted on E-Pad (s) only.
3. **Contractor is advised to submit Original Bid Security and all uploaded copies of Biding Documents on or before 20-05-2026 at 11:00 hours in the office of**

In-charge (Real Estate)
7th floor, State Life Building #03
Thandi Sarak Hyderabad.
Phone: 022-9200353

4. All queries / clarifications required from bidder shall be addressed on working days through E-pad.
5. State Life will reject proposal for award of contract if it determine that the firm recommended for award of contract has engaged in corrupt or fraudulent activities in competing for the contract in question.
6. The successful contractor will follow all instructions issued by corporation.
7. Agency may, at its discretion, extend this deadline for submission of bids by amending the bidding documents, in which case all rights and obligations of the Procuring Agency and Bidders will thereafter be subject to the deadline as extended.
8. Any bid received by the Procuring Agency after the bid submission deadline prescribed by the Procuring Agency will be rejected and returned unopened to the Bidder.
9. You are requested to submit tender through E-Procurement system of PPRA (E-PAD) by the stipulated date. No any manually receive tenders will be acceptable for further detail, you may contact the undersigned before the opening of the tender for any query.
10. State Life Insurance Corporation of Pakistan reserves right to accept / reject all bids in accordance with PPRA Rules.

11. Information supplied by the Bidders for the post-qualification statement must apply to the Company name on the statement. The substitution of background information pertinent to post-qualification will not be considered for another Company related to the applicant Company through a "Group Ownership". Contracts will be awarded only to the post-qualified companies.
12. The SLIC will review the information supplied by firms submitting post-qualification forms and will report to the SLIC who will advise the applicants of their decision. Only those Tenders which pass the post-qualification process will be opened in the presence of Bidders representative who chooses to attend at a time to be determined. The Financial Bid Documents of the Bidders who fail to post-qualify shall be returned to them unopened. The decision of SLIC in this connection shall be final and binding on all Bidders.
13. Firms applying for registration individually are advised that any variation of constitution or membership from that put forward in response to this notice, without prior approval of the SLIC may result in disqualification of the firm of any Bidder, if they submit.
14. The response to this notice must be sufficiently detailed to convince the SLIC that the firms applying for registration have the experience as well as that Technical Administration and Financial Qualifications necessary for the execution of the subject works and they must prove that they have carried out similar works in their own country or abroad.
15. Firms submitting Post-Qualification applications may be required during the review process to make personal presentation of their qualifications to the SLIC. If so, the candidate Management Personnel of the firms will be required to be present.
16. All Post-Qualification statement documentation including Financial Statement, Auditor's report and Bank references shall be in English Language (a legally attested copy shall be required with the Post-Qualification forms).
17. Firms should submit copies of the following Registration Certificates:
 - i) Pakistan Engineering Council
 - ii) GST Registration Certificate
 - iii) NTN Number
 - iv) Company Profile

1.0 GENERAL

Tenderers are advised to acquaint themselves fully with the description of work, scope of services, time schedule and terms and conditions including all the provisions of the Tender Document before framing up their tender.

2.0 SITE PARTICULARS

Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to site conditions, means of access to the site.

3.0 SUBMISSION OF TENDER

The expression "NOTICE INVITING TENDER" referred to in the Tender Documents shall be deemed to include any Notice/ Letter Inviting Tender with respect to the work forming the subject matter of the documents and vice-versa.

This envelope shall contain the following:-

Earnest Money Deposit in the form of Demand Draft drawn on a scheduled/ nationalized bank in favour of State life Ins. Corp. of Pakistan payable at Sukkur be accepted.

Details of the minimum three works of similar nature of minimum value of Rs.2 Million each or two works of value of Rs.4 Million each or one work of Rs.6 Million in their name, during last five years. Photocopies of the completion certificates/ award letters should be submitted along with the tender. Completion certificate issued by the reputed organization/ Multi-National Company (**MNC**) shall also be accepted. In case of certificates issued by the private party, copies of Tax Deduction at Source (**TDS**) certificates should also be enclosed.

Valid registration with **FBR/ NTN** and Sales Tax Registration Number etc.

Tender cost in requisite form if tender down loaded from the Website.

II) Financial/ Price Bid

This envelope shall contain the tender document with **PRICES and amount duly filled by the party against each item prescribed in the Schedule of quantity of tender document** and no conditions (i.e., deviations/ assumptions/ stipulations/ clarifications/ comments/ any other request) whatsoever and the conditional offers will be rejected.

3.1 Essentially Qualifying Criteria

Tenderer should submit the following documents with Technical bid.

- 1.) EMD in requisite form.
- 2.) Tender cost in requisite form if tender is downloaded from SLIC website.
- 3.) Experience certificates /completion certificates.

- 4.) Registration with concern department w.r.t., NTN, Service Tax Registration etc.

4.0 ABNORMAL RATES

If it is noticed that the unit rates quoted by the Tenderer for any items are unusually high or unusually low, it will be sufficient cause for rejection of the tender unless the Corporation is convinced about the reasonableness of the unit rates on scrutiny of the analysis for such unit rate to be furnished by the tenderer on demand.

5.0 DEVIATIONS TO TENDER CLAUSES:

Tenderers are advised to submit the tenders strictly based on the terms and conditions and specification contained in the Tender Documents and not to stipulate any deviations. Conditional tenders are liable to be rejected.

6.0 VALIDITY OF OFFER

Tender submitted by tenderers shall remain valid for acceptance for a minimum period of 180 days.

7.0 AWARD OF WORK

Corporation reserves the right to split the job into two or more parts and to award the work to separate agencies/ contractors. Work shall be awarded to the lowest bidder, subject to the work experience and fulfillment of other terms & conditions and specifications.

8.0 ACCEPTANCE/ REJECTION OF TENDER

- i) The corporation does not bind itself to accept the lowest tender.
- ii) The corporation also reserves the right to accept or reject any tender in part or full without assigning any reason whatsoever.
- iii) The corporation also reserves the absolute right to reject any or all the tenders at any time solely based on the past unsatisfactory performance by the bidder(s) the opinion/decision of SLIC regarding the same shall be final and conclusive.

9.0 CORRECTIONS

No corrections or overwriting will be entertained in schedule of rates by using correcting fluid. All correction in the schedule of rate should be initialed.

10.0 FIRM RATES

The rates quoted by bidder shall remain firm till completion of all works even during the extended period, if any, on any account what so ever. It is provided that the contractor shall not change any of the rates, quoted in the tender till the completion of work.

11.0 IMPORTANT NOTE

State Life reserves the right to split the job into two or more parts (Category Wise) and to award the work (Category Wise) to separate agencies/ bidders subject to the work experience and fulfillment of other terms & conditions and specifications. The bidders are encouraged to quote/ apply for any or all the Categories (jobs).

RETURN TO:

INCHARGE (Real Estate),

State Life Insurance Corporation of Pakistan
7th Floor, State Life Building # 03,
Thandi Sarak,
Hyderabad.
Phone: 022-9200353

Please complete the following:

1. a. SUBMITTED BY
- b. REGISTERED ADDRESS
2. COMPANY INFORMATION
 - a. FULL/FIRM NAME OF THE
 COMPANY.....
 - b. REGISTERED OFFICE ADDRESS.....
 - c. DESCRIPTION OF COMPANY
 FIRM.....
 - d. TELEPHONE NUMBER.....
 - e. E-MAIL.....FAX:.....
 - f. CONTRACT'S NAME/TITLE.....
 - g. NAME OF PRESENT EXECUTIVE
 DIRECTOR AND THEIR POSITION.....

 IN THE COMPANY WITH BIO DATA.....

PROVIDE COPY OF MEMORANDUM AND ARTICLE OF ASSOCIATION OR PARTNERSHIP DEED, WHICH EVER IS APPLICABLE.

3. ORGANIZATION AND FINANCIAL DATA:
 - a. TYPE OF BUSINESS ORGANIZATION (CORPORATION/JOINT VENTURE/PARTNERSETC.)
.....
.....
 - b. IF JOINT VENTURE, NAME OF THE JOINT VENTURE PARTNERS WITH NAME OF THE LEAKING PARTNER
.....

.....

- ❖ IF PARTNERSHIP, NAMES OF THE PARTNERS WITH POSITION HELD BY EACH PARTNER
- ❖ Officially attested latest balance sheet
- ❖ Latest Income Statement
- ❖ If joint venture, financial statement of each firm must be submitted. No statements will be considered unless these are attested by a Competent Authority of the particular country and unless certified as being audited by an independent Public Accounting Firm.

4. PERFORMANCE RECORD

- a. Please provide a brief resume of works completed by your firm in the last five years including all jobs involving similar nature of works (see attached Form)
- b. List of Projects currently in progress of similar nature of works (see attached form)

5. ORGANIZATION

- a. What is the size of your permanent, full time work form?
- b. Provide organization chart of your firm indicate lines of communication and reporting responsibility.
- c. Detail of key technical staff with their qualification and experience including of those who would be deputed for the proposed project.
- d. Name of Bankers to the organization with Account Number and address. Bankers report on the credit worthless of the organization must accompany under a sealed cover.

6. LITIGATION ETC.

Provide detail of all cases: Present and past under dispute or litigator arbitration.

7. LIST OF REFERENCES:

- Form Clients (attach certificate)
- 1.
 - 2.
 - 3.

8. CERTIFICATION – SIGNATURE

I hereby certify to the best of my knowledge that the information hereby submitted in this brochure is correct.

Name : _____

Title : _____

Signature: _____

Date : _____

Seal : _____

STATE LIFE INSURANCE CORPORATION OF PAKISTAN
POST QUALIFICATION BROCHURE

BILL OF QUANTITIES (BOQ)
FINANCIAL BID

Note: **TO BE SUBMITTED BY THE CONTRACTOR ON THEIR LETTER-HEAD.**

INCHARGE (Real Estate),
State Life Insurance Corporation of Pakistan
5th Floor, State Life Building
Minara Road,
SUKKUR.
Phone: 071-9310503

Subject: **INSTALLATION OF MILD STEEL 3D LETTER ILLUMINATED LED/ SMD
ACRYLIC (HORIZONTAL POSITION) 02 (TWO) SIGN BOARDS AT STATE
LIFE BUILDING MINARA ROAD SUKKUR.**

Dear Sir,

1. Having examined the Bidding Documents including Instructions to Bidders, Bidding Data, Conditions of Contract, Contract Data, Specifications and visiting the site for execution of the above mentioned works, we the undersigned, being a Company doing business under the name of and address _____ and being duly incorporated under the laws of Pakistan hereby offer to execute and complete such works and remedy and defects therein in conformity with the said documents including Addenda thereto for the Total Bid Price of Rs. _____ (Rupees _____ only) or such other sum as may be ascertained in accordance with the said documents.
2. We undersigned all the Schedules attached hereto form part of this Bid.
3. As security for due performance of the undertakings and obligations of this Bid, we submit herewith a 'Bid Security' in the amount of _____ drawn in your favour.
4. We undertake, if our Bid is accepted, to commence the works and the deliver and complete the works comprised in the contract within the time(s) stated in 'Contract Data'.
5. We agree to abide by this Bid for the period of **180** days and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
6. Unless and until a formal agreement is prepared and executed, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.

Thank you,

Yours Sincerely,


For and Behalf of Contractor/Firm
(with official seal)

Encl:-

- Pay Order/CDR.

BILL OF QUANTITIES (BOQ) # A
LARGE SIZE


INSTALLATION OF MILD STEEL 3D LETTER ILLUMINATED LED/ SMD ACRYLIC (HORIZONTAL POSITION) 02 (TWO) SIGN BOARDS AT;
STATE LIFE BUILDING MINARA ROAD SUKKUR.

Sr. No	DESCRIPTION	Unit	Rate Per Sq Ft RS.	Amount PKR
	Fabricating, supplying, installation, testing and commissioning of <u>COMPLETE MILD STEEL 3D LETTERS ILLUMINATED LED / SMD ACRYLIC SIGN (ANGLE IRON STRUCTURE)</u> having following specifications and dimensions:-	01		
	Size: 55'x 6' = 330 sq ft ( LOGO + STATE LIFE) Sky blue color Total sqft =330 sq ft	Sft.		
<u>Detail Breakup</u>				
1	Mild Steel welded box type letter 20 Gauge 3.5"inch thick, 20 Gauge 3D with 20 gauge one piece gas banded channel cover for front acrylic.	Sft.		
2	Epoxy paint letters with red oxide as approved color ICI Paints.	Sft.		
3	Plastic/ Acrylic letters sheet 4mm (Plastic Glass Company Pakistan).	Sft.		
4	3M vinyl film on white acrylic with pasting. (Sky Blue Color)	Sft.		
5	SMD/ LED Injected pure white color Modules 5730 CCVT:7,000 Temp (Epistar chip Made in Taiwan for logo and for letters with Water proof power supply as per required load (Made in China)	Sft.		
6	Angle Iron Structure as shown in drawings 1.5"x 1.5" 2 soot with welded support and 12mm anchor bolts.	Sft.		
7	Complete Transportation charges.	Sft.		
8	Building separate DC Copper 40/76 internal wiring & AC wiring complete coil 7/36 Pakistan cables with 63Amp Breaker.	Sft.		
Total Amount (Including Taxes)				

For and Behalf of Contractor

BILL OF QUANTITIES (BOQ) # B
MEDIUM SIZE

INSTALLATION OF MILD STEEL 3D LETTER ILLUMINATED LED/ SMD ACRYLIC (HORIZONTAL POSITION) 02 (TWO) SIGN BOARDS AT;
STATE LIFE BUILDING MINARA ROAD SUKKUR.

Sr. No	DESCRIPTION	Unit	Rate Per Sq Ft RS.	Amount PKR
	Fabricating, supplying, installation, testing and commissioning of <u>COMPLETE MILD STEEL 3D LETTERS ILLUMINATED LED / SMD ACRYLIC SIGN (WALL MOUNTED) having following specifications and dimensions:-</u>	01		
	Size: 29'x 3' = 87 sq ft ( LOGO + STATE LIFE) Sky blue color	Sft.		
<u>Detail Breakup</u>				
1	Mild Steel welded box type letter 20 Gauge 3.5"inch thick, 20 Gauge 3D with 20 gauge one piece gas banded channel cover for front acrylic.	Sft.		
2	Epoxy paint letters with red oxide as approved color ICI Paints.	Sft.		
3	Plastic/ Acrylic letters sheet 3mm (Plastic Glass Company Pakistan).	Sft.		
4	3M vinyl film on white acrylic with pasting. (Sky Blue Color)	Sft.		
5	SMD/ LED Injected pure white color Modules 5730 CCVT:7,000 Temp (Epistar chip Made in Taiwan for logo and for letters with Water proof power supply as per required load (Made in China)	Sft.		
6	Complete Transportation charges.	Sft.		
7	Building separate DC Copper 40/76 internal wiring & AC wiring complete coil 7/36 Pakistan cables with 63Amp Breaker.	Sft.		
Total Amount (Including Taxes)				

01	BOQ (A) Large Size	(Rs.)
02	BOQ (B) Medium Size	(Rs.)
03	Total Amount (A+B) Including All Taxes	(Rs.)

(All Govt. Taxes should be included in Bid amount.)

The rates are including Profit, Labor, Transportation and All Taxes & etc.

For and Behalf of Contractor

TERMS & CONDITIONS

SPECIAL TERMS & CONDITIONS

1	Amount of Bid Security	Rs.35,000/- in the form of (Pay order/ Bank Draft in the name of State Life Insurance Corporation of Pakistan.
2	Release of Bid Security	Shall be released to; i. Unsuccessful bidders after the acceptance of bid. ii. To the successful bidder on satisfactory completion of entire work.
3	Mode of Payment	Through FINAL BILL upon; 100% completion of work.
4	Retention Money	5% of amount of work done.
5	Release of Retention Money	Retention Money 5% will be released on successful completion of defects liability period.
6	Liquidated Damages in case of non-completion of work within the stipulated period.	Liquidated damages would be charged @0.01% per day of total contract worth
7	Limit of Liquidated Damages	Upto a maximum of 10% of Contract Sum/ Worth
8	Method of Payment	Final Bill
9	Date of Commencement	Within Seven (07) Days from the Date of Issuance of Letter of award.
10	Time of Completion of Work from the date of Commencement of Work	Sixty (60) Days from commencement of work (Saturdays & Sundays included)
11	Period of Honoring Interim/ Running Bill	Within Fifteen (15) Days of Engineer's Certificate.
12	Validity of Tender	One Hundred & Eighty Days (180) Days.
13	Defects Liability Period	3-Months from the Date of Commissioning.

SPECIAL CONDITONS

1. During working at site, some restrictions may be imposed by Engineer Incharge/ Security staff of Corporation or Local Authorities regarding safety and security etc., the contractor shall be bound to follow all such restrictions/ instruction & nothing extra shall be payable on this account.
2. No compensation shall be payable to the contractor for any damage caused by rains lightening, wind, storm, floods Tornado, earth quakes or other natural calamities during the execution of work who will make good all such damages at his own cost; and no claim on this account will be entertained.
3. The State Life Insurance Corporation of Pakistan (SLIC) shall not be responsible for any loss / damage and / or injury sustained by the workers employed by the contractor during the performance of this contract.
4. This Schedule of Quantities, however, is not a guarantee and is merely given as a rough guide and if the work costs more or less, tenderer will have no claim on that account.

5. The tender shall be based on general conditions of Contract and tenderers are required to quote their own rates against each item in schedule of quantities, which is enclosed. All rates shall remain firm for the contract period/extended contract period.

6. If the contractor fails to proceed with the work within the stipulated time as specified from the date of issue of letter of intent/letter to proceed with the work, the Corporation shall forfeit the earnest money deposited by him along with the tender.

7. All the works to be carried out in accordance strictly with Specifications mentioned in the schedule of quantity of tender document and as per the directions of Engineer Incharge.

8. COST OF TESTS; The contractor is bound to carry out the tests as per the PWD guidelines for ascertaining the quality of the works executed/ materials used as and when directed by the Engineer Incharge. The cost of preparing samples and carrying out tests for quality of material or workmanship will be borne by the contractor except for such exclusions as are specifically mentioned in the specifications laid down in the contract. The cost of all test carried out in Laboratories as directed by the Engineer Incharge will be borne by the contractor.

9. DRAWING AND SPECIFICATIONS; A copy of tender documents and all relevant drawings and specifications shall be obtained by the contractor and kept at site for reference.

BIDDER'S SEAL & SIGNATURE

GENERAL TERMS:

1. INSTALLATION OF MILD STEEL 3D LETTER ILLUMINATED LED/ SMD ACRYLIC (HORIZONTAL POSITION) 02 (TWO) SIGN BOARDS AT STATE LIFE BUILDING MINARA ROAD SUKKUR.

- 1.1. Tenders shall be submitted in sealed envelopes.
- 1.2. Bidders are requested to visit the site and ensure that their offers are completed in all respects and that all terms & conditions mentioned in this document shall be strictly complied with. The Bidder must ensure/ study the specification schedules and B.O.Q. as are attached with offer to avoid any debate/ discussion/ dispute during/after execution of work.
- 1.3. Tender documents (all papers) must be signed and stamped to signify the acceptance of Tender's conditions.
- 1.4. Technical services and operating conditions for achieving the performance shall be the responsibility perfect of the Bidder. The successful Bidder/ Supplier will be required to submit the schedule of repair and maintenance within (03) Days from the acceptance of Letter of Award.
- 1.5. State Life Insurance Corporation of Pakistan (SLIC) has right to accept/ reject the lowest or any tender received for this job in the interest of Corporation.
- 1.6. Any conditional Tender will not be accepted and will be liable to rejection.
- 1.7. Tenders without Bid Security will not be accepted/ entertained.
- 1.8. Contractor has to clean the site in every respect from unused material debris and tools on completion of work.
- 1.9. State Life Insurance Corporation of Pakistan (SLIC) will not be responsible for any loss to life or theft to tool/ equipment or consumable material and will not accept any claim, liable or compensation.

2. Pre-Bid Visit

- 2.1 Bidders are requested to visit the site before submission of Tenders/ Bids and ensure that their offers are completed in all respect and that all terms & conditions mentioned in this document shall be strictly complied with Bidder must ensure & study the specifications schedules and BOQ as are attached with offer to avoid any debate/ discussion/ dispute during/after executing of work.
- 2.2 No. TA/ DA will be given to Bidders for pre-Bid Visit.

3. PRICE AND ESCALATION

- 3.1. Quoted price shall be inclusive of supply, transportation, insurance, octroi, loading, unloading, lifting and fixing of equipment of site, as specified in the Tender.
- 3.2. No price escalation claim will be entertained in any reason due to change in Taxes, Levy, Wages, Currencies fluctuation or any other change announced by the Central Government/ Provincial Government or any local authority.
- 3.3. The contractor/ firm will be bound to pay all Federal/ Provincial Government taxes levied on the job i.e., GST, Income Tax and any other Tax in future if imposed by the Government during the current contract and the quoted rates will be inclusive of all taxes.
- 3.4. Contractor will arrange N.O.C. permission or any other requirement as per site if required from any Government Authority/ Corporation.

4. MODE OF PAYMENT

As per Special Terms & Conditions.

5. DEFECT LIABILITY PERIOD AND CERTIFICATE

- 5.1 The contractor shall furnish a completion certificate that the work has been completed and materials supplied strictly conform to the specification as laid down in the contract. The contractor will also submit single line diagram and as built drawing after completion of works.
- 5.2 The contractor will replace the components if not found according to specification or found defective due to faulty design, material or workmanship.
- 5.3 Cost of removal, rechecking and cartage charges for defective materials sent back to place of manufacturing will be borne by the contractor.
- 5.4 Where the context so requires, words importing the singular only also include the plural and vice versa.
- 5.5 Corporation shall mean 'The State Life Insurance Corporation of Pakistan (A Government of Pakistan Enterprise) "SLIC" and shall include their legal representatives, successors and permitted assigns.
- 5.6 The Contractor is required to approach the Corporation for execution of agreement for the said work as per the prescribed proforma to be provided by the Corporation on a non-judicial stamp paper of Rs.100/- within Ten (10) days from the issue of the letter of award.

6. **Contract Documents:**

The Contractor shall be provided, free of charge, one certified true copy of the Contract Documents and of all further drawings, which may be issued during the progress of the Works who will keep these Documents on the Site in good order.

7. **Works to be carried out:**

The work to be carried out under the Contract shall, except as otherwise provided in these conditions, include all labour, materials, taxes tools, plant, equipment and transport which may be required in preparation of and for and in the full and entire execution and completion of the works.

8. **Inspection of Site:**

The Contractor shall inspect and examine the Site and its surrounding and shall satisfy himself before submitting his tender as to the nature of the Site, the quantities and nature of works and material necessary for the completion of the Works and the means of access to the Site, the accommodation he may require and in general shall himself obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect this tender.

9. **Sufficiency of Tender:**

- 9.1 The Contractor shall be deemed to have satisfied himself before tendering as to the Correctness and sufficiency of his tender for the works and of the rates and prices quoted in the Schedule of Quantities, which rates and prices shall except as otherwise provided, cover all his obligations under the contract and all

matters and things necessary for the proper completion and maintenance of the Works.

- 9.2 Any error in description, quantity or rate in Schedule of Quantities or any omission there from shall not vitiate the Contract or release the Contractor from the execution of the whole or any part of the Works comprised therein according to drawings and specifications or from any of his obligations under the Contract.
- 9.3 In the event of an error occurring in the amount column of Schedule of Quantities as a result of wrong extension of the unit rate and quantity the unit rate shall be regarded as firm and extension shall be amended on the basis of the rate.
- 9.4 All errors in totaling in the amount column and in carrying forward totals shall be corrected.

10. Security Deposit:

- 10.1 Total security deposit shall be Rs.35,000/- and shall be deposited by the contractor.
- 10.2 All compensation or other sums of money payable by the contractor under the terms of this Contract or any other Contract or any other account whatsoever may be deducted from the security deposit.
- 10.3 Refund **of Security deposit:** Security deposit refundable to the Contractor worked out on the basis of the value of work completed shall be refunded to the Contractor on the Engineer Incharge certifying in writing that the work has been completed satisfactorily after defect liability period of 6 months.
- 10.4 No interest shall be payable to the contractor on the Security Deposit furnished/ recovered from the contractor, by the Corporation.

11. Deviations/ Variations Extent and Pricing

11.2 Deviation, Extra Items and Pricing

Rates for Extra/ Additional Items

- i) If the rate for additional, altered or substituted item of work is specified in the Schedule of Quantities, the Contractor shall carry out the additional, altered or substituted item at the same rate.
- ii) If the rate for any altered, additional or substituted item of work is not specified in the schedule of Quantities, the rate for that item shall be derived from the rate for the nearest similar item specified therein.

12. Time and Extension for Delay:

- 12.1 The time allowed for execution of the works as specified in the Appendix or the extended time in accordance with these conditions shall be the essence of the Contract. The execution of the works shall commence from the 10th day after the date on which the Corporation issues written orders to commence the work or from the date of handing over of the site, whichever is earlier.

- 12.2 As soon as possible after the Contract is concluded the Engineer Incharge and the Contractor shall agree upon a Time and Progress Chart. The Chart shall be prepared in direct relation to the time stated in the Contract documents for completion of items of the works.
- 12.3 If the work be delayed by
- (a) Force majeure or
 - (b) Abnormally bad weather or
 - (c) Serious loss or damage by fire, or
 - (d) Civil commotion, local combination of workmen strike or lockout, affecting any of the trades employed on the work, or
 - (e) Delay on the part of other contractors or tradesmen engaged by Corporation in executing work not forming part of the contract, or
 - (f) Any other cause, which, in the absolute discretion of the authority mentioned in Appendix, is beyond the Contractor's control;
- 12.4 Then upon the happening of any such event causing delay, the Contractor shall immediately give notice thereof in writing to the Engineer Incharge but shall nevertheless use constantly his best endeavors to prevent or make good the delay and shall do all that may be reasonably required to the satisfaction of the Engineer Incharge to proceed with the Works.
- 12.5 The Contractor shall arrange, at his own expense, all tools, plant and equipment hereafter referred to as (T & P) labour, P.O.L. & electricity/ water required for execution of the work.

13. FORCE MAJEURE

Any delays in or failure of the performance of either party herein shall not constitute default hereunder or give rise to any claim for damages, if any, to the extent such delays or failure of performance is caused by occurrences such as Act of god or the public enemy; expropriation or confiscation of facilities by Government authorities, or in compliance with any order or request of any Governmental authorities or due acts of war, rebellion or sabotage or fires, floods, explosions, riots or illegal joint strikes of all the workers of all the contractors.

14. MATERIALS

All materials to be provided by the Contractor shall be in conformity with the specifications laid down in the contract and the Contractor shall, if requested by the Engineer Incharge, furnish proof to the satisfaction of Engineer Incharge in this regard.

15. LABOUR

- a.) The Contractor shall employ its labour in sufficient numbers to maintain the required rate of progress and of quality to ensure workmanship of the degree specified in the Contract and to the satisfaction of the Engineer

Incharge. The Contractor shall not employ in connection with the Works any person who has not completed eighteen years of age.

- b.) All the workers or employees deployed by the contractors shall consider the employees of contractor and corporation shall not have any liability what so ever in nature in regard to such workers/employees.
- c.) The Contractor shall in respect of labour employed by him or his sub-contractor comply with or cause to be complied with the Employment & Labour Law in regard to all matters provided therein.
- d) The Contractor shall indemnify and keep indemnified the Corporation against:
 - i) Any claim arising out of third party loss/ damage to life or property caused by/ during execution of the work.
 - ii) Any claim arising out of loss/ damage to the workmen engaged by the contractor during execution of the work.

16. Liquidated Damages for Delay

Time is essence of the contract. In case the CONTRACTOR fails to complete the whole work within the stipulated period, and clear the site he shall be liable to pay liquidated damages @ 0.5% (One Half of one percent only) of the value of contract per week and or part thereof of the delay subject to a maximum of 10% (ten percent only) of the value of the contract. The amount of Compensation may be adjusted or set-off against any sum payable to the Contractor under this or any other contract with the Corporation.

17. Cancellation of Contract in Full or in Part:

If the Contractor;

- a. At any time makes defaults in proceeding with the Works with due negligence and continues to do so even after a notice in writing of 7 days from the Engineer Incharge; or
- b. Commits default in complying with any of the terms and conditions of Contract and does not remedy it or take effective steps to remedy it within 7 days after a notice in writing is given to him in that behalf by the Engineer Incharge; or
- c. Fails to complete the works or items of work on or before the date(s) of completion, and does not complete them within the period specified in a notice given in writing in that behalf by the Engineer Incharge; or
- d. Violates any of the terms and conditions stipulated in this agreement
- e. Being a company, passes a resolution or the Court makes an order for liquidation of its affairs, or a receiver or manager on behalf of the

debenture holders is appointed or circumstances shall arise which entitle the Court or debenture holders to appoint a receiver or manager; or

18. Methods of Measurement:

Except where any general or detailed description of the work in Quantities expressly shows to the contrary, Schedule of Quantities shall be deemed to have been prepared and measurements shall be taken in accordance with the procedure set forth in the Schedule of Rates/ Specification notwithstanding any provision in the relevant Standard Method of Measurement or any general or local custom.

19. Income Tax/ GST/ VAT etc.

19.1 Income tax including surcharge if any, at the prevailing rate shall be deducted from the Contractor's bills as per the provision of Income Tax Act.

19.2 The Contractor shall ascertain from the concerned commercial tax department regarding the applicability of NTN/ STRN etc. Necessary deductions will be made from the contractor's bill at source as applicable.

20. Carrying out part work at risk & cost of contractor

The Engineer Incharge without prejudice to any other right or remedy against the contractor which have either accrued or accrue thereafter to the Corporation, by a notice in-writing to take the part work/ part incomplete work of any item(s) out of his hands and shall have powers to:

- (a) Take possession of the site and any materials, constructional plant, implements, stores, etc., thereon; and/ or
- (b) Carry out the part work/ part incomplete work of any item(s) at the risk and cost of the contractor.

Any excess expenditure incurred or to be incurred by the Corporation in completing the part work/ part incomplete work of any item(s) or the excess loss of damages suffered or may be suffered by the Corporation as aforesaid without prejudice to any other right or remedy available to Corporation in law or as per agreement be recovered from any money due to the contractor on any account, and if such money is insufficient, the contractor shall be called upon in writing and shall be liable to pay the same within 30 days.

If the contractor fails to pay the required sum within the aforesaid period of 30 days, the Engineer Incharge shall have the right to sell any or all of the contractors' unused materials, constructional plant, implements, temporary building at site etc. and adjust the proceeds of sale thereof towards the dues recoverable from the contractor under the contract and if thereafter there remains any balance outstanding, it shall be recovered in accordance with the provision of the contract.

In the event of above course being adopted by the Engineer Incharge, the contractor shall have no claim to compensation for any loss sustained by him by reason of his having purchased or procured materials or entered into any engagements or made any advance on any account or with a view to the execution of the work or the performance of the contract.

21. ARBITRATION AND LAWS

Arbitration:

Except where otherwise provided for in the contract all questions and disputes relating to the meaning of the specifications, designs, drawings and instructions herein before mentioned and as to the quality of workmanship or materials used onto work or as to any other question, claim right matter or thing whatsoever in any way arising out of or relating to the contract, designs drawings, specifications, estimates, instructions, orders and these conditions or otherwise concerning the works, or the execution or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof shall be referred to the sole arbitration of the Chairman-cum-Managing Director of the State Life Insurance Corporation of Pakistan and if the Chairman-cum-Managing Director is unable or unwilling to act, to the sole arbitration of some other person appointed by the Chairman cum Managing Director, State Life Insurance Corporation of Pakistan willing to act as such arbitrator. There will be no objection if the arbitrator so appointed is an employee of the State Life Insurance Corporation of Pakistan and that he had to deal with the matters to which the contract relates and that in the course of his duties as such he had expressed views on all or any of the matters in dispute or difference. The arbitrator to whom the matter is originally referred being transferred or vacating his office or being unable to act for any reason as aforesaid at the time of such transfer, vacation of office or inability to act., The court of law shall appoint another person to act, as arbitrator in accordance with the terms of the Contract. It is also a term of this contract that no person other than a person appointed by Chairman/ M.D., State Life Insurance Corporation of Pakistan, as aforesaid should act as arbitrator and if for any reason, that is not possible, the matter is not to be referred to arbitration at all.

Subject as aforesaid the provision of the Arbitration and Reconciliation Act, 1940, or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceeding under this clause.

It is a term of the contract that the party invoking arbitration shall specify the dispute or disputes to be referred to arbitration under this clause together with the amount or amounts claimed in respect of each such dispute.

The arbitrators may from time to time with consent of this parties enlarge the time, for making and publishing the award.

The work under the contract shall, if reasonably possible continue during the arbitration proceedings and so payment due to payable to the Contractor shall be withheld on account of such proceedings.

The Arbitrator shall be deemed to have entered on the reference on the date he issued notice to both parties fixing the date of the first hearing. The Arbitrator shall give a separate award in respect of each dispute of difference referred to him.

The venue of arbitration shall be such place as may be fixed by the Arbitrator in sole discretion.

The award of the arbitrator shall be final, conclusive and binding on all parties to this contract.

The cost of arbitration shall be borne by the parties to the dispute, as may be decided by the arbitrator(s).

The Pakistan's Laws shall govern this contract for the time being in force. The courts at Sukkur only shall have the jurisdiction.

SIGNATURE OF THE CONTRACTOR WITH OFFICE STAMP/ SEAL

GENERAL SPECIFICATIONS AND SCOPE OF WORKS

GENERAL SPECIFICATIONS AND SCOPE OF WORKS

1. SCOPE

The work under this section consists of supplying & installation of 'State Life' Sign Boards at State Life Building Minara Road Sukkur.

The Bidder shall be deemed to have considered the scope of work, all the conditions, obligations and requirements by visiting the site before quoting rates against items of Bill of Quantities, inspected the site and satisfy oneself as to the nature of work, ground, the hydrological and climatic conditions, availability of materials, means of access to the site for manpower/ machinery, risks, contingencies and other circumstances which may influence or affect his Tender.

The contractor shall discuss the layout with the Engineer/ client and co-ordinate at site with other services for exact location and position of the works being undertaken for execution at site.

The repair, maintenance, fixing works of tiles and PVC Wall Paneling shall comply with the relevant provisions of the Tender Document.

2. GENERAL

The Mild Steel Sheets, Plastic/ Acrylic Sheet, Powder Coating, Acrylic 3D Letters fabrication, Angle Iron hook channels, embedded weather resistant LED/ SMD lights etc., Powder Coating/ Red Oxide/ Paintex Emulsion/ Distemper/ Enamel, Electric Distribution Boards/ Buttons and Brakes, Welding, Wiring, and Water Proofing shall be of a standard brand/ quality of reputed manufacturer, who shall have similar units for similar applications and field conditions. The manufacturer shall also have adequate maintenance facilities in vicinity of the Project with technically qualified and experienced personnel trained for on-site maintenance of equipment offered by the Contractor in the tender bid.

The estimated value of Contract is likely to be in excess of PKR 5 Lac for a period of one year. However, no guarantee can be given to the actual quantity and the requirements may vary at the sole discretion of the concerned authority of the State Life Insurance Corporation of Pakistan, Sukkur.

3. MATERIAL

As specified in the BOQ and under Manufacturer Technical Data 'Recommended Makes' or as approved by SLIC and advised by Engineer Incharge.

3.1 Miscellaneous minor Items that are not specified/ overlooked or demand aroused due to certain site conditions.

4. INSTALLTIONS & TESTING

The defective items will be replaced/ reinstalled as shown on the drawing. The Contractor shall ensure execution, coordination with the entire works for providing any openings, holes, etc. to avoid any breakage to completed works. The Contractor will arrange allied civil works for

complete execution of the job at his own cost and to the satisfaction of client. The Contractor shall provide foundation bolts and grout them in cement concrete using non-shrinkable material with the approval of the client.

All installation material for physically installing the sanitary fittings/ fixtures, plumbing items and associated equipment, such as nails, bolts, nuts, washers, clips, hooks, supporting steel, etc., shall be provided and installed by the Contractor. The fixtures shall be installed upright and in level and shall be firmly and rigidly bolted to the cement concrete.

5. MEASUREMENT AND PAYMENT

5.1 General

The Contractor's bid amount against each item of Bill of Quantities as given below shall include dismantling, replacing, re-installation, testing, commissioning and for all works specified herein and/ or as shown on the Tender Drawing/B.O.Q. related to the item.

5.2 Repair/ Replacement

5.2.1 Measurement

Measurement shall be made for repairing/ replacement mentioned in BOQ/ drawings including all accessories installed by the Contractor as a complete Job.

5.2.2 Payments

Payment shall be made for the number of jobs measured, as provided above at the Contract unit price each and shall constitute full compensation for repair maintenance/ replacement and all other accessories as per specifications and requirements.

(With post qualification documents).

Dated: _____

INCHARGE (Real Estate),
State Life Ins. Corp. of Pakistan,
5th Floor State Life Building,
Minara Road, Sukkur.

Subject: **INSTALLATION OF MILD STEEL 3D LETTER ILLUMINATED LED/ SMD ACRYLIC
(HORIZONTAL POSITION) 02 (TWO) SIGN BOARDS AT STATE LIFE BUILDING
MINARA ROAD SUKKUR.**

Dear Sir,

Having gone through the Tender document/ Pre/ Post Qualification Criteria for subject work, we hereby submit our Tender consisting of Technical & Financial bid for your consideration please.

2. Pay order/ Demand draft having No. _____ drawn on _____ bank dated: _____ consisting of Rs.35,000/- Bid Security is placed in financial bid envelop.

Thanking you.

Yours sincerely,

Signature: _____

Name: _____

Designation: _____

M/S: _____

CRITERIA EVALUATION/ POST-QUALIFICATION

INSTALLATION OF MILD STEEL 3D LETTER ILLUMINATED LED/ SMD ACRYLIC (HORIZONTAL POSITION 02 (TWO) SIGN BOARDS AT STATE LIFE BUILDING MINARA ROAD, SUKKUR.

A.	<u>COMPANY PROFILE:</u>		
	i. The company established before more than 20 years	Marks (Full)	20 Marks
	ii. The company established within 10 to 20 years	(Proportionate)	
B.	<u>SIMILAR MAINTENANCE PROJECTS HANDLED:</u>		
	04 Marks per Contract		20 Marks
C.	<u>SIMILAR MAINTENANCE PROJECTS IN PROGRESS:</u>		
	02 Marks per Contract		10 Marks
D.	<u>CERTIFICATIONS</u>		
	ISO 9000 Certified Supplier	2.5 Marks	10 Marks
	ISO 14000 Certified Supplier	2.5 Marks	
	Any other certificate with job relevance	5.0 Marks	
E.	<u>TECHNICAL STAFF:</u>		
	i. Engineer	07 Marks each	15 Marks
	ii. D.A.E.	05 Marks each	
	iii. Foreman/Technician	03 Marks each	
F.	<u>ENLISTMENT WITH OTHERS:</u>		
	03 Marks each company/letter		15 Marks
G.	<u>FINANCIAL POSITION:</u>		
	i. Balance Sheet	05 Marks each	10 Marks
	ii. Banker Certificate	05 Marks each	
H.	<u>DISQUALIFICATIONS:</u>		
	i. Firms which are not registered with NTN Income Tax (FBR), GST, P.S.T. (PRB), Professional Tax Dept., etc.		
	ii. Firms black listed by any Government, Semi Govt. Corporation, Multinational Companies.		

STATE LIFE INSURANCE CORPORATION OF PAKISTAN
CRITERIA EVALUATION/ POST-QUALIFICATION ASSESSMENT SHEET

INSTALLATION OF MILD STEEL 3D LETTER ILLUMINATED LED/ SMD ACRYLIC (HORIZONTAL POSITION 02 (TWO) SIGN BOARDS AT STATE LIFE BUILDING MINARA ROAD, SUKKUR.

Sr. #	Name of Contractor	Company Profile	Financial Statement/ Bank Certificate	Experience Work Completed	Experience Work in Hand	Certifications ISO 9000 ISO 14000	Technical Staff Strength	List of Reference Pre-Qualified Enlistment	Marks Obtained	Remarks
		(20)	(10)	(20)	(10)	(10)	(15)	(15)	(100)	
1										
2										
3										
4										
5										
6										

Note: Criteria of Post-Qualification = **Minimum 60 Marks.**

CONTRACT AGREEMENT

THIS CONTRACT AGREEMENT (hereinafter called the "Agreement") made on the _____ day of _____, 2026 between

_____ (hereinafter called the "Client" which expression shall include the successors, legal representatives and permitted assignees) of the one part and

_____ (hereinafter called the "Contractor" which expression shall include the successors, legal representatives and permitted assignees) of the other part.

WHEREAS, the Employer is desirous that certain installation Works for _____ should be executed by the Contractor and has accepted a Bid by the Contractor for the execution and completion of such installation Works (_____) and the remedying of any defects therein.

NOW THEREFORE, the Parties to this Agreement agree as follows:-

- a. The contractor hereby covenants with the Client to provide the Services and to remedy defects/ damage therein, at the time
- b. and in the manner, in conformity in all respects with the provisions of the Contract, in consideration of the payments to be made by the Client to the Contractor.
- c. The client hereby covenants with the contractor to pay the Contractor of the Contract Price of such other sum as may become payable, at the time and in the manner, in conformity in all respects with the provisions of the Contract, in consideration of provision of the Services and remedying of defects/ damage therein.
- d. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
- e. The following documents after incorporating addenda, if any except those parts relating to Instructions to Bidders, shall be deemed to form and be read and construed as part of this Agreement, viz:
 - (i) The Letter of Acceptance;
 - (ii) The completed Forms of Technical Bid along with Schedules to Bid;
 - (iii) The completed Forms of Financial Bid along with Schedules to Bid;
 - (iii) Conditions of Contract & Contract Data;
 - (iv) The priced Schedule of Prices/ Bill of Quantities (BOQ);
 - (v) The Recommended Specifications; and
 - (vi) The Drawings

3. In consideration of the payments to be made by the Client to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the entire Works and remedy defects therein in conformity and in all respects within the provisions of the Contract.
4. The Contract duration will commence from the date of signing of Contract Agreement by both the parties. Contract duration is given hereunder:-

a.	Time completion of Entire Works	2 – Months i.e., 60 Days
b.	Support & Maintenance Period	6 – Months i.e., 180 Days
c.	Installed Items Warranty	12 – Months i.e., 365 Days
d.	LED/ SMD & Acrylic Sheet Warranties	12 – Months i.e., 365 Days

Support and Maintenance for applications bug fixing and change request shall be carried throughout the contract period by the Contractor.

The support and Maintenance Period may be extended up to a further period of 1 –Year subject to mutual consent of the either sides.

5. The Client hereby covenants to pay the Contractor, in consideration of the execution and completion of the Works as per provisions of the Contract, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS WHEREOF the parties hereto have caused this Contract Agreement to be executed in accordance with the Laws of the country as of the day, month and year scribed at the heading of the contract

Signature of the Contactor

Signature of the Client

(Seal)

(Seal)

Signed, Sealed and Delivered in the presence of:

Witness _____

Witness _____

(Name, Title and Address)

(Name, Title and Address)