

INVITATION TO BID



**OPERATION, MAINTENANCE, SERVICING AND OVERHAULING CONTRACT
FOR
AIR-CONDITIONING PLANT/ SYSTEM AND ALLIED EQUIPMENTS INSTALLED AT
STATE LIFE BUILDING M.A JINNAH ROAD MIRPURKHAS**

Tender No. MECH-RE/MPK/2026

1. State Life Insurance Corporation of Pakistan (Real Estate Division) invites electronic bids under Single Stage single Envelope System from the proven relevant experienced firms/Contractors, for ***Operation, Maintenance, Servicing and Overhauling Contract for Air Conditioning Plant/ System and Allied Equipment Installed at State Life Building, M.A Jinnah Road Mirpurkhas.***

2. E-bidding documents as per regulations, containing mandatory requirements detailed condition of contract, scope of work and specifications of the plant etc. are available for the registered bidders on EPADS at (www.eprocure.gov.pk)

3. The electronic bids, must be submitted by using EPADS on or before 09-07-2026 at 11:00 am. Manual bids, shall not be accepted. Electronic Bids will be opened on the same day at 11:30 am.

Note: Notification of the GRC constituted in terms of Rule-48 of PPRA rules, 2004 is provided on EPADS at www.eprocure.gov.pk and on PA's website.

(ENGR. ALTAF HUSSAIN)

Deputy Manager

Real Estate Department

7th Floor,

State Life Building No.3,
ThandiSarak, Hyderabad.

Phone #: 0229200353



**OPERATION, MAINTENANCE, SERVICING & OVERHAULING WORKS OF
AIR CONDITIONING PLANTS/SYSTEM AND ALLIED EQUIPMENTS INSTALLED
AT STATE LIFE BUILDING M.A JINNAH ROAD, MIRPURKHAS.**

"You are requested to submit tender through e-procurement system of PPRA (EPADS). No any manually received tenders will be acceptable unless & until same is not uploaded at E-pads by the stipulated date & time. For further details & query, you may contact the below mentioned office before the opening of the Bid."

Deputy Manager (Real Estate)

State Life Insurance Corporation of Pakistan,
Real Estate Department,
7th Floor, State Life Building No.3,
Thandi sarak,
HYDERABAD.
022-9200353

Dear Sir,

1. Having examined the tender documents, schedules, site conditions for the above named works, we, the undersigned offer to carry out the said works in accordance with the said tender documents, with the conditions as for as applicable for the sum named in the schedule price / bill of quantity or such other sum as may be ascertained with the conditions of contract.
2. In consideration of your consent to examine this tender, we undertake if our Bid is accepted:-
 - a) To commence the work within the period mentioned on written orders to commence.
 - b) To sign the formal Contract Agreement after issuance of the Letter of Award of work and to pay all costs towards the preparation of Contract Agreement.
 - c) To abide by and fulfill all the terms and provisions of the said conditions of contract.
3. The bid security has been tendered, the full value of which is to be absolutely forfeited by you, without prejudice to any other rights and remedies which you may have, if we fail to commence the work or execute the formal Contract Agreement, within the specified period above.
4. We hereby confirm that we have examined the tender documents and schedules, have inspected the site and have obtained all the information which may affect this tender. We understand that no claim will be admitted by you which may arise from our pleading ignorance of the nature of works.
5. We agree to abide by this tender for the period mentioned from the date of opening of the tenders and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

6. We understand that you are not bound to accept the lowest or any tender you may receive, and that you will not defray any expenses incurred by us in tendering process.

Dated this _____ day of _____ 2026

Signature _____

Address _____

INSTRUCTION TO BIDDERS



1. MANDATORY REQUIREMENTS

- a. **E-PADS REGISTRATION**
- b. **FBR REGISTRATION**
- c. **SRB REGISTRATION**
- d. **EOBI REGISTRATION**
- e. **SESSI REGISTRATION**
- f. **FIVE YEARS RELATED EXPERIENCE**
- g. **NON-BLACKLISTING AFFIDAVIT**

2. GROUND OF REJECTION OF BID:

- I. Non-Registration of E-PADS, FBR, SRB, EOBI & SESSI.**
- II. Company should be five years' experience in the related field.**
- III. Non- submission of company profile and required experience.**
- IV. Conditional/Ambiguous bid.**
- V. Bid submitted without bid security.**
- VI. E-Bid without original Affidavit of Non-Black Listing of firm from any Govt./ Semi Govt., autonomous or private organization.**

3. SUBMISSION OF TENDER:

Single stage Single envelope Tender procedures will be adopted. Envelope containing mandatory requirement of Tender must be accompanied of Bid Security amount of **Rs. 100,000/-** in shape of pay order / Bankers Cheque in favor of State Life Insurance Corporation of Pakistan. Tender documents (all papers inclusive company profile, mandatory requirements, experience certificate with letter of awards in connected field) must be paged / signed and stamped to signify the acceptance of tender conditions.

- a) The Bidder shall not make any alteration in the form of devised tender documents.

- b) The Tenders shall keep his bid/ offer firm and final in all respects and open for acceptance for the period stated in the bid.
- c) Tenders which are incomplete, conditional obscure or containing uncalled additions. Erasers, alterations, over writings or irregularities may be rejected / disqualified.

4. BID SECURITY:

- a) In order to secure the due performance by the Bidder of the obligations undertaken by him, the tender must be accompanied by bid security as mentioned in the tender.
- b) Bid Security must be furnished in form of pay order/ bank draft/Bankers cheque of a scheduled bank of Pakistan in favor of the employer i.e. State Life Insurance Corporation of Pakistan.

5. CAPACITY.

- a) Registered name and address of the Company along with Phone / Fax Numbers and E-Mail Address (copy of registration to be furnished).
- b) Complete profile of the firm including details of present and past similar works with reference minimum five years.
- c) List of Engineers, Technical Staff, their qualification / experience and details of in house facilities.
- d) Proof of registration with any other Professional Organization for similar works.
- e) Bank Statement / Sales Tax Certificate, SRB Registration Certificate, Professional Tax certificate & certificate of any other applicable tax.

6. VISIT TO SITE:

The Bidder should visit the site and satisfy themselves as to local conditions and occupation of the buildings, the full extent and nature of the operations, the conditions affecting the execution of the work and execution of the contract generally. Claims on the grounds of want of knowledge in such respect or otherwise shall not be admitted.

7. TAKING OVER OF PLANTS, EQUIPMENT AND SYSTEMS AND COMMENCEMENT OF WORK.

- i. The contractor shall commence mobilization of his staff and stores within 07 (Seven) days of the issuance of letter of award of work and submit the list of proposed staff for approval by the employer's representative. The contractor will immediately

arrange suitable replacement for the staff not approved by the employer's representative.

- ii. On direction by the employers' representative, the present contractor will commence having handling over of the plants to the contractor and start demobilization of his staff on mobilization of contractor's staff. Proper detailed lists of plants shall be prepared for record of "Taking Over" / "Handing Over" signed by both contractor's representative and employer's representative, the contractor ensuring that the taking over is completed with 10 days of the issuance of letter of award of work.
- iii. The aforementioned transition period is intended to facilitate the contractor to make himself fully conversant with operation, maintenance and servicing of the plants so that no interruption is caused when the present contractor has completely demobilized. The full staff strength shall become available at site before the end of the transition period.

(The Bidders are required to fill in all the blank spaces in the Tender, and various Schedules which form part of this tender)"



A. SALIENT FEATURES OF CONTRACT

a.	Date & Time for submission of e-bids on EPADS.	On or before 09-07-2026 at 11:00 AM, Electronic Bid will be open on same day at 11:30 AM on Epads . Bidders are required to present original Bid Security with duly filled / signed Tender documents before closing time.
b.	Bid Price of the Work	Rs._____ per month (Rupees_____)
c.	Validity of the tender	One hundred twenty (120) Days from Date of opening of Bid.
d.	Amount of Bid Security in the form of Pay Order/ bank Draft	Rs.100,000/- in favor of State Life Insurance Corporation of Pakistan.
e.	Release of Bid Security.	I. Shall be released to unsuccessful bidders on acceptance of the advantageous bid. ii. To the lowest bidder, on satisfactory completion of contract period.
f.	Bid Security Forfeiture	I. If the bid is withdrawn after opening. II. If the bidder does not accept letter of award or refuse to enter in contract.
g.	Commencement of Work	Not later than seven (07) Days from the Date of Issuance of Letter of Award of Work.
h.	Bank Guarantee	Rs. 500,000.00 (Rupees Five Hundred Thousand Only)
i.	Workmen's compensation policy	As per the requirement of workman's compensation Act.
j.	Venue/city	STATE LIFE BUILDING M.A JINNAH ROAD, MIRPURKHAS.

k.	Working days	Six (06) working days except Gazette holiday (08:30 Hrs to 17:30 Hrs) or adjustable as per requirement by RE, MIRPURKHAS.
l.	Retention Money	5% Retention Money will be deducted from each monthly bill and shall be released after satisfactory completion of the contract period.
m.	Period of Contract	One (01) year

Dated this _____ day of _____ 2026

Seal & Signature of Contractor _____