



STATE LIFE INSURANCE CORPORATION OF PAKISTAN
REAL ESTATE DEPARTMENT RAHIM YAR KHAN

INVITATION TO E-BID

TENDER FOR SERVICING & MAINTENANCE OF 02 NOS. (MITSUBISHI SHENGHAI)
PASSENGER LIFT INSTALLED AT STATE LIFE BUILDINGS. RAHIM YAR KHAN.

TENDER NO: RE-RYK/Lift/05/2026

1. State Life Insurance Corporation of Pakistan (SLIC) invites bids via **E-PADS**, under Single stage one envelope procedure, from the experienced firms / contractors of the field, registered with Income Tax Department & who are on Active Taxpayers List of the Federal Board of Revenue (**FBR**) and should be duly registered with E-Pads have proper office, telephone number and eligible to handle the work **Tender For SERVICING & MAINTENANCE OF 02 NOS. (MITSUBISHI SHENGHAI) PASSENGER LIFT INSTALLED AT STATE LIFE BUILDINGS. RAHIM YAR KHAN.**
2. Bidding Documents, containing detailed terms and conditions etc. are available for download on **E-PADS** website <http://eprocure.gov.pk> free of cost.
3. The electronic bids, must be submitted by using E-PADS on or before **05-10-26 at 11:00 A.M.** Hard copy of original bid along with original bid security shall also be submitted in the office of In-charge (Real Estate Department) 4th floor, State Life Building, Abu Dhabi Road, Rahim Yar Khan. Prior to opening of bids on E-PADS. Bids on E-PADS will be opened on the same day at **11:30 AM.**
4. This advertisement is also available on **E-PADS** website <http://eprocure.gov.pk>. 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 considered.
5. State Life Insurance Corporation of Pakistan reserves right to accept / reject all bids in accordance with PPRA Rules.

Incharge (RE)

State Life Insurance Corporation of Pakistan
4thFloor, Real Estate Division
State Life Building,
Abu Dhabi Road, Rahim Yar Khan .



STATE LIFE INSURANCE CORPORATION OF PAKISTAN
REAL ESTATE DEPARTMENT RAHIM YAR KHAN

TENDER DOCUMENTS

FOR

**TENDER FOR SERVICING & MAINTENANCE OF 02 NOS. (MITSUBISHI
SHENGHAI) PASSENGER LIFT INSTALLED AT STATE LIFE BUILDINGS.
RAHIM YAR KHAN.**

(TENDER NO. RE-RYK/LIFT/05/2026)

STATE LIFE INSURANCE CORPORATION OF PAKISTAN



REAL ESTATE DEPARTMENT RAHIM YAR KHAN

**TENDER FOR SERVICING & MAINTENANCE OF 02 NOS. (MITSUBISHI SHENGHAI)
PASSENGER LIFT INSTALLED AT STATE LIFE BUILDINGS. RAHIM YAR KHAN.**

TENDER NO: RE-RYK/Lift/05/2026

Dated: _____

M/s. _____

Enclosed, please find herewith Tender Documents for the subject work as per single stage single envelope procedure of PPRA Rules. Please submit the same duly filled and completed in all respects on E-PADS latest by **05-10-2026 at 11:00 a.m.**

You are requested to submit tender through e-procurement system of PPRA (E-PADS) by the stipulated date. No any manually received tenders will be acceptable for further details; you may contact the undersigned before the opening of the tender for any query.

The Corporation reserves the right to reject any or all tenders as per provisions of PPRA Rules.

Incharge (RE)
Rahim yar kKhan

Encl: As above.



**TENDER FOR SERVICING & MAINTENANCE OF 02 NOS. (MITSUBISHI SHENGHAI)
PASSENGER LIFT INSTALLED AT STATE LIFE BUILDINGS. RAHIM YAR KHAN.**

TENDER NO: RE-RYK/Lift/05/2026

1	Nature of Job	Tender for SERVICING & MAINTENANCE OF 02 NOS. (MITSUBISHI SHENGHAI) PASSENGER LIFT INSTALLED AT STATE LIFE BUILDINGS. RAHIM YAR KHAN.
2	Date & Time for submission of e-bids on EPADS	On or before 05-10-2026 at 11:00 AM , Bid will be open on same day at 11:30 AM on E-pad No manual bids will be accepted
3	Bid Security	Rs.10,000/- of quoted amount in the form of pay order / bank guarantee by schedule bank in favor of M/s. "State Life Insurance Corporation of Pakistan. Which shall be submitted in physical shape before closing time of e-bids submission.
4	Release of Bid Security	Bid Security of lowest bidders will be retained upto award of contract and will be returned to remaining bidders after acceptance of L.O.A to most advantageous bidder.
5	For forfeiture of Bid Security	a. If the bid is withdraw after opening. b. If the bidder does not accept letter of award or refuse to enter in contract.
6	Date of Commencement of Work	Not later than 07 days from the date of issuance of letter of award.
7	Bid Validity	120 days
8	Period of contract.	01 (one) year
10	Deductions upon unsatisfactory performance	i. 5 % of Contract amount / month.
11	Method of payment	Upon submission of Monthly Bill along with Performance Report of equipment (Lift) and verified by In-Charge lift / building

Seal & Signature of Contractor

SCHEDULE OF PRICES



TENDER FOR SERVICING & MAINTENANCE OF 02 NOS. (MITSUBISHI SHENGHAI)
PASSENGER LIFT INSTALLED AT STATE LIFE BUILDINGS. RAHIM YAR KHAN.

TENDER NO: RE-RYK/Lift/05/2026

Sr #	Description	Qty	Rate (Rs)	Amount (Rs)
1	Charges for Servicing & Maintenance including trouble shooting of (02) No. lifts	02		
Sub Total/ Month				
PRA Sale Tax				
Income Tax				
Contract Value Per Month				
Contract Value Per Annum				

Amount in words

Note:-

The quoted rates should be, Sale Tax on services, Income Tax etc.

Seal & Signature of Contractor

TENDER FOR SERVICING & MAINTENANCE OF 02 NOS. (MITSUBISHI SHENGHAI)
PASSENGER LIFT INSTALLED AT STATE LIFE BUILDINGS. RAHIM YAR KHAN.



TENDER NO: RE-RYK/Lift/05/2026

1. SCOPE OF WORK:

- I. Contract for Operations of 02 No. Passenger lift will be for the period of **01 (ONE) Year.**
- II. Cost of Consumables like Oil & grease etc will be borne by Contractor
- III. Contractor would attend the complaint without any cost. The cost incurred on replacement / repair of parts shall be borne by the employer. The replaced parts shall be deposited by the contractor with the employer.
- IV. Contractor shall maintain service card in triplicate each time after servicing of the lifts the card to be got signed by the representative of the employer in token of acknowledgment.
- V. The contractor will submit a detailed report along with service card every month regarding the performance and condition of the lifts with recommendations and suggestions for the satisfactory and smooth operation of the lifts.
- VI. Contractor shall submit valid fitness certificate of all Elevators under his maintenance twice in a year.
- VII. Servicing and Maintenance including emergency maintenance, regular maintenance and preventive maintenance of 02 Mitsubishi Shenghai Lifts.
- VIII. A Log book wherein all the major, minor defects or complaints will be recorded along with the action taken.
- IX. Your staff will ensure proper cleaning of control Panel / machine checking of all moving parts, oiling and greasing, wherever requires.
- X. You will submit performance and monthly report of the lift, without which not payment will be allowed.
- XI. Contractor shall also be responsible for servicing of lifts at-least once a month. The material required for servicing shall be his responsibility.

Seal & Signature of Contractor



2. TERMS & CONDITIONS:

- I. The corporation will supervise and regulate the work through their representative appointed by Real Estate Department. The contractor shall follow his instructions in respect of the works as contained in the scope of works.
- II. All taxes, govt. levies, PST, GST, charges, salaries, wages, overtime, legal dues under labor Laws and cost of cleaning material shall be borne by the contractor.
- III. The payment for the services provided by the contractor shall be made monthly at the end of each Month on submission of verified bill from Lift / Building In-charge respectively.
- IV. The lift Contractor will be responsible for rectification of complaint / trouble shooting of lifts at their own cost thought out contract period.
- V. On receipt on any complain (via phone, cell letter or fax) the contractor shall attend the complaint and rectify fault.
- VI. The contract period for only 01 year.

3. BILLS, CERTIFICATE & PAYMENTS.

- I. The contractor shall submit its bill in the 1st week of every month for services provided during the last month. The contractor shall be paid monthly on satisfactory performance certificate of the employer's representative.
- II. The Employer's representative shall have the power to verify and make adjustments in the bill.
- III. The contractor shall submit his bill in the prescribed form duly approved by the employer's representative.
- IV. The Employer's representative may by any certificate make any correction or modification in any previous certificate which shall have been issued by him and shall have power to withhold any certificate if the works or any parts thereof are not being carried out to his satisfaction.

Seal & Signature of Contractor



4. DEDUCTION OF AMOUNT FROM MONTHLY BILLS

- a. up to 5% of Contract amount / Month shall be deduction from the bills upon unsatisfactory performance reported by the employer.

5. GROUND OF REJECTION OF BID:

- a. Conditional / Ambiguous bid.
- b. Bid submitted after stipulated time period.
- c. Bid submitted without bid security.
- d. Bid without original Affidavit of Non- Black listing of firm from any Govt. / Semi Govt. Autonomous body or private organization.

6. PROTECTION OF WORKS AND MATERIALS.

- The contractor shall be responsible for any damage caused by his workers, operatives or agents to the building, complete plants, equipment and system, works being executed under this contract, or the contents of the building, and shall make good such damage at his sole expense.
- Precautionary, measures, under taken by Contractor regarding maintenance and servicing shall be checked and supervised by the respective building & Lift In-charge.
- For breakdowns involving major repair or replacement of costly parts / material additional payment shall only be considered subject to prior approval & verification by lift section.

7. MANDATORY CONDITION.

- I. Registration of Firm on EPADS
- II. Income Tax, PST Registered
- III. Tender shall only be issued to firms having experience of lift operation & Maintenance of at least 03 years.
- IV. Affidavit that, firm is not black listed by any Govt, Semi Govt, Autonomous body, multinational or any private firm.

Seal & Signature of Contractor



8. TERMINATION OF CONTRACT

a) The employer shall have the right to terminate the contract by giving a notice of 30 (thirty) days of contractor:

- i. In the opinion of the Employer's Representative the contractor's performance is unsatisfactory.

OR

- ii. The contractor fails to abide by any of the conditions of the contract or the instructions of the Employer's Representative.

b) The employer shall also have the right to terminate the contract by giving a notice of 30 (thirty) days if the discontinue the services of the contractor due to any reasons other than those mentioned above. However, in such a case the employers shall not invoke/ forfeit the performance bond of the contractor and shall make a fair assessment of the payments due to the contractor and release the same in full and final settlement of the accounts under the contract.

Seal & Signature of Contractor