

STATE LIFE INSURANCE CORPORATION OF PAKISTAN

WESTERN ZONE, LAHORE

TENDER DOCUMENT OF FURNITURE & FIXTURE, AIR CONDITIONERS & TABLETS

AGAINST

TENDER ENQUIRY #02/FUR/LZW/2026

Lot #	Items Description	QTY	Unit price (Including GST + All Taxes)		Total per unit price with all Taxes	Total Amount
			Cost (per unit)	GST (per unit)		
01	Office Table 5' x3'x2.5' with Side Rack (3'x1.5'x2.5') Large set Table with 3 lockable drawers and best quality handles alongwith Side Rack structure made of solid Best quality wood sheet. Table and Side Rack Top & 3 sides with Best quality wood sheet/ vinboard.8mm Glass (5x3), 8mm glass (3x1.5). Side rack having keyboard tray with best quality Channel, CPU Compartment with 01 shelf. Best quality N.C Lacquer Structure will be examined before polish as per approved Sample Warranty: 1 year onsite included parts & labour.	09				
	Revolving Chair Cushioned High Back Seat Sleek and Stylish integral skin with PP arms (Arms can be customized), Adjustable seat height- gas lift and swivel, Twin wheel castors, Nylon Base which meet the requirement of BIFMA and DIN standards, Poly Propylene armrests with standard specifications, Permanent Contact Mechanism with 3 lockable positions with Best Quality leathered and Seat 4" Best quality Foam, back 3" with Frame as per approved Sample Warranty: 1 year onsite included parts & labour.	09				
	Visiting Chair Cushioned Cushioned chair with Structure made section of solid Best quality wood with N.C Lacquer. Seat & Back cushioned with Best quality foam and leathered. Seat foam thickness 4" & Back foam thickness 2". Best quality N.C Lacquer as per approved Sample Warranty: 1 year onsite included parts & labour.	27				
	Sofa (3 Seat) Solid frame/structure without arms, Standard height, standard size seat and back, Use of Best quality wood strong apron & corner brackets for strong frame, best quality cushion (Best quality foam) on Seat and back covered with dark brown best quality leathered entirely and properly stitched on entire sides. Dimension as per sample shown as per approved Sample. Warranty: 1 year onsite included parts & labour	09				
	Sofa (1 Seat) Solid frame/structure without arms, Standard height, standard size seat and back, Use of Best quality wood strong apron & corner brackets for strong frame, best quality cushion (Best quality foam) on Seat and back covered with dark brown best quality leathered entirely and properly stitched on entire sides. Dimension as per sample shown as per approved Sample. Warranty: 1 year onsite included parts & labour.	18				
	Center Table Solid Best quality wooden frame/structure polished with glass of 8mm Color and dimension as per sample shown. Specifications as per sample. Warranty: 1 year onsite included parts & labour.	09				
	Steel File Cabinet 4 Drawers Four Drawers 20 Iron Gauge with smooth Roller System of Heavy Drawers with Lock (Best Quality) Size 53" Approximately Weight 50 Kg or above, Best Quality Paint Use as per approved Sample. Warranty; 1 Year onsite including parts & labour.	09				
Total Amount of quoted rates of Lot# 01 items						
02	Office Table 4' x3'x2.5' with Side Rack (3'x1.5'x2.5') small set Table with 3 lockable drawers and best quality handles alongwith Side Rack structure made of solid Best quality wood sheet. Table and Side Rack Top & 3 sides with Best quality wood sheet/ vinboard. 8mm Glass (4x3), 8mm glass (3x1.5). Side rack having keyboard tray with best quality Channel, CPU Compartment with 01 shelf. Best quality N.C Lacquer. Structure will be examined before polish as per approved Sample. Warranty: 1 year onsite included parts & labour	18				
	Revolving Chair (Canned) High Back Seat With wooden Arms with Best quality wooden, Frame Legs Aluminum Based, Imported Dura Wheels And Rev-Machine. as per approved Sample Warranty: 1 year onsite included parts & labour.	18				
	Visiting Chair (Canned) Wooden chair with Structure made section of Best quality wood, Best quality N.C Lacquer as per approved Sample. Warranty: 1 year onsite included parts & labour.	36				
	Steel Cabinet 4 Drawers Four Drawers (Iron Gauge 20) with smooth Roller System of Heavy Drawers with Lock (Best Quality) Size 53" Approximately Weight minimum50 Kg, Best Quality Paint and Specifications required as per approved Sample. Warranty; 1 Year onsite including parts & labour.	18				
Total Amount of quoted rates of Lot# 02 items						

Signature & Seal (by Vendor)

03	<u>Air Conditioner split with installation</u> A.C1.5-ton Inverter (Heat & Cool) Latest Model 18000 BTU with T3 compressor compatible operatable at temperatures up to 50°C or above, Refrigerant type R410 or as per company/manufacture policy, Gold Fin, LED display, along with all type relevant accessories, 10 feet refrigerating copper cooling pipe with electric power cable. Warranty; (Compressor 10 years, PCB Kit 04 years parts1 year).	28				
04	<u>Tablets (pads)</u> Octa Core Processor 8GB RAM, 128GB Storage 8.7 Inch WXGA+ Display Wi-Fi 1-year local warranty	02				

General Terms & Conditions:

- Bids to be submitted at EPADS V 2.0 system of PPRA Tender will be opened on **14-10-2026 at 11:00** am in the office of In-charge (HRA&P) State Life Insurance Corporation of Pakistan, Western Zone, Lahore, in the presence of bidders or their authorized agents, who wish to be present on the occasion
- Only Sales Tax Registered Firms/Suppliers can participate.
- Competent Authority reserves the right to reject any/all items or any/all bid(s) or proposals at any time before award of contract.
- The quoted price must be irrevocable and one item one rate rule should be followed.
- The quoted price must be inclusive of all applicable taxes as per Government Rules.
- Estimated Cost** of this procurement is **(Lot#01 Rs. 1,500,000), (Lot#02 Rs. 2,376,000), (Lot#03 Rs. 4,800,000), (Lot#04 Rs. 150,000).**
- Bid Security amount 5%** (Earnest money) of **(Lot#01 Rs. 75,000), (Lot#02 Rs. 118,800), (Lot#03 Rs. 240,000), (Lot#04 Rs. 7500),** in the shape of CDR/Pay order favoring **“State Life Insurance Corporation of Pakistan”** must be submitted by the bidders at the address given in tender notice / documents before closing hours on above bid opening date, otherwise bid will be rejected.
- The Successful bidder shall deposit of **(10%)** of qualified item in the form of CDR/Pay Order as **Performance Guarantee** (PPRA rule 39). The bid security will be return to un-successful bidders after completion of formal procedure and to successful bidder immediately after completion of work.
- Bid Received after the above deadline or without Bid Security/Earnest Money and or less than required amount shall not be accepted.
- For items of Lot # 01, Lot & # 02 each** bidders must visit the office to check/inspect samples of required items at our location State Life Insurance 4-Lytton Road Lahore and mark attendance (before uploading quotation).
- The bid found to be the lowest evaluated/most advantages bid shall be accepted.
- Payment will be made to the successful bidder upon successful delivery/making of ordered items in all respects.
- Validity of the bid will be 90 days from the date of opening of bid, which may be extendable on mutual consent.
- Proper documentation is required for claim of tax exemption (if any).
- Successful bidder will have to provide/making quoted items within 15 days at site in all respect, otherwise retention money (CDR) will be forfeited. In addition to this liquidity damages as penalty may be imposed after expiry of 10 working days, at 1% per day of the total purchased order value
- The quantity of items may be increased or decreased, if desired so, by the procuring agency.
- The date fixed for opening of bids, if subsequently declared as holiday by the Government, Bids will be opened on next working date on same time.
- Lowest vendor must supply samples of furniture items to State Life before issuance of purchase order without fail. Sample may include Structural frames (semi-completed) or finished (fully completed) and the procuring agency may require any documents in original or copy of any documents provided or any additional documents for evaluation of bid in the light of PPRA rules and vendor shall be bound to provide the same during tender process.
- In case vendor failed to perform as per requirements or provide other than required items, or found any document as false or fabricated, State Life reserves the right to blacklist the vendor.
- The tender Bid shall be evaluated as **Lot Wise Job.**
- Single Stage Two Envelope Procedure will be adopted.
- Technical Evaluation sheet is attached. (Annexure A)**

Eligibility of Applicants

Applicant cannot apply if they:- Are not GST/Income Tax registered company.

- Are bankrupt or in process of going bankrupt.
- Have been convicted for an offence concerning the professional conduct.
- Have not fulfilled obligations related to payment of taxes.
- Are guilty of serious mis-interpretation or mis-representation of facts in supplying information.
- Eligibility criteria mentioned in tender documents must be observed and fulfilled.

SECRETARY
Zonal Procurement Committee,
State Life Insurance Corporation of Pakistan
2nd Floor, Old Building # 2, Lahore Zone (Western)
Phone # 042 – 99213959

Signature & Seal (by Vendor)

TECHNICAL CRITERIA FOR QUALIFICATION (Annexure A)

Participants/ bidders are required to fulfill the following Technical Criteria in Stricto Senso, failing which the bids shall be technically rejected.

Following Documents are (Mandatory)

- Valid Income Tax Registration.
- Valid General Sales Tax Registration (Status=Active with FBR).
- The vendor/bidder must fill the following Technical Sheet in all respect. (on company/firm letter head/Tender document)
- Required 10 million turnover last financial year for lot 01 & 02 (furniture items) verifiable through bank statement, Audited report etc.
- Required 30 million turnover last financial year for lot 03 (AC) & 04 (Tablets) verifiable through bank statement, Audited report etc.
- Bidder must have office/warehouse in Lahore. (Office address and phone must be mentioned on letter head)
- Three satisfactory certificates or purchase orders related with quoted model/brand from previous well reputed Govt/Semi Govt/Commercial Clients OR related to supply of similar furniture items **during last 3 years.** required from well known institution/departments regarding relevant items.
- The supplier/company/firm must have at least five years’ relevant experience.
- The following undertakings are required to be submitted on E-Stamp minimum Rs. 100/- duly attested by Notary public.**
 - I. Submission of Undertaking that the firm is not black listed by any of Provincial or Federal Government Department, Agency, Organization or Autonomous body or Private Sector Organization anywhere in Pakistan.
 - II. I have read all terms and conditions of this tender No. 02/FUR/LZW/2026, I accept and shall abide by all the terms & conditions of this Tender of State Life Insurance Corporation, Lahore Zone Western.
 - III. Warranty Certificate: - onsite warranty as per tender documents of all items including parts & labor **(Note: - All quoted items must be latest model, brand new/fresh stock).**

Note: - All mandatory documents are required to be submitted, and incomplete bids or conditional bid will be rejected.
Specifications of quoted item must meet required specifications. In case of **incomplete information** submitted in EPADS or whereas a bid having lesser than the required specifications, shall be rejected technically. Items **not fabricated or refurbished.**

Technical Specification Sheet

For Furniture

Required specification	YES/NO	Remarks (If any)
Wood &other material as per Tender Documents		
Best quality Foam		
Other Material (Lock, Wheel, Channel etc) best quality		
Size and Measurement as per Tender Documents		
Gauge 20 iron, weight and smooth roller as per Tender Documents		
8mm Glass		
Best Quality leathered		
NC Lacquer, Polish, paint Best quality		
Revolving chair cushioned PP arms, Adjustable seat height- gas lift and swivel, Twin wheel castors, Nylon Base which meet the requirement of BIFMA and DIN standards, Poly Propylene armrests, Permanent Contact Mechanism with 3 lockable positions with Best Quality leathered and Seat 4” Best quality Foam, Back 3”		
Revolving chair <u>canned</u> High Back Seat With wooden Arms with Best quality wooden, Frame Legs Aluminum Based, Imported Dura Wheels And Rev-Machine.		
Office Visit and sample has been inspected		
Warranty : One year (parts and Labour onsite)		

For Air Conditioner

Required specification	YES/NO	Remarks (If any)
1.5 ton Inverter Split (Heat & Cool) with installation (Latest Model)		(Make & Model)
BTU 18000		
Compressor T3 compatible operatable at temperatures up to 50°C or above		
Gold Fin		
Refrigerant type R410 or as per company/manufacture policy		
LED display		
along with all type relevant accessories, 10 feet refrigerating copper cooling pipe with electric power cable, with installation		
Compressor 10 years,		
PCB Kit 04 years		
parts1 year		
Service centers with parts availability must be company maintained and Parts of quoted model must be easily available in Lahore Abid Market or similar markets of Lahore.		

For Tablets (pads)

Required specification	YES/NO	Remarks (If any)
Octa Core Processor		
8GB RAM		
128GB Storage		
8.7 Inch WXGA+ Display		
Wi-Fi		
1-year local warranty		

Signature & Seal (by Vendor)