

REHABILITATION & PROCUREMENT OF SQUASH COURTS ITEMS



(E-Application Submission through EPADS)

SCM 2025/26 / TD-06

TENDER NOTICE

Islamabad Club (IC)

IC/SCM/ Rehabilitation & Procurement of Squash Courts Items 2025/26-TD06

PROJECT BRIEF

1. Sealed bids are invited from Government / FBR Registered Firms for the Rehabilitation & Procurement of Squash Courts Items for IC on FOR Basis.
2. Bidding documents containing detailed terms & condition for submission of bids, method of procurement (Single Stage Two Envelopes), eligibility & evaluation criteria etc. are available for registered bidders on EPADS. Quotations shall be submitted as per requirement of the tender documents.

Tender Documents can be downloaded from **IC/EPADS** websites and Bids will be submitted as per requirements mentioned in the tender documents. Bids will be submitted through EPADS and bidders will submit their original CDR of 3% of quoted amount in the favor of" Islamabad Club-----". The tender documents can be downloaded from the following platforms:

2.1 Islamabad Club: [<https://islamabadclub.org.pk/>]

2.2 PPRA: [<https://www.ppra.org.pk/>]

2.3 EPADS: [<https://eprocure.gov.pk/>]

3. Submit **Rs. 5000/-** as Tender fee in favor of Islamabad Club (Faysal Bank, Tendering and Contracts, A/C #) attach bank receipt with technical offer. Offers will not be entertained without payment of processing fee.

4. Details for Submission & Opening of bids for tender are as under:-

Sr	Description	Bank Account Details	Tender Fee	Tender Submission	Tender Opening
a.	IC/SCM/ Rehabilitation & Procurement of Squash Courts Items 2025/26-TD06	Faysal Bank, Tendering and Contracts, A/C # PK81FAYS0001132031116145	Rs. 5000/-	1100 Hrs 18th September 2025	1130 Hrs 18th September 2025

Supply Chain Management Office (Purchase Office)

(ISLAMABAD CLUB)

Email: taimoor.khurram@islamabadclub.org.pk

Phone: 051-9046000, Ext: 176

Compliance – Check List

Offer must be quoted and arranged in accordance with below mentioned sequence.

Non- compliance & non-provision of following documents may lead to disqualification.

Sr.	Required Particulars	Documents Attached	
		Yes / No	Page #
1.	Tender Fee Original Receipt (Rs 5,000/-)		
2.	NTN & GST Registration , Must be ATL		
3.	All Annexures & Special Conditions Compliance Note: All annexures must be as per given format.		
4.	Original bid security 3% of quoted amount (bid price)		
5.	Complete Tender Document duly signed and stamped each page		
6.	Non-Blacklisting Certificate (Rs 100 : Judicial Paper)		
7.	Firm's Complete details (address, contacts & email) along with Power of Attorney on Company Letter Head for Contract Signing and Technical on Site Negotiations.		

ISLAMABAD CLUB

TERMS & CONDITIONS

1. ISLAMABAD CLUB desires to procure item(s) / Store(s) on FOR Basis as per **Annexure-A**. Interested bidders are requested to upload their bids on EPADS & also submit a hard copy of the same documents in manual at ISLAMABAD CLUB Purchase Office under “**Single Stage Two Envelopes**”, procedure latest by or before due date mentioned in the advertisement.
2. **Conditions Governing Contracts.** The contract made as result of this tender document will be in accordance with the draft contract published on ISLAMABAD CLUB website and other special conditions (Mentioned in this document) that may be added to given contract for the **Rehabilitation / Up-gradation of Squash Courts at Islamabad Club.**
3. **Participating of Tender.** The offer is to be submitted as under: -
 - a. The bid should contain Annexure-A, Annexure B duly filled in (supported with relevant details).
4. **Validity of Offer.** The validity period of quotations must be indicated and should be **90 days** from the date of opening of financial offer.
5. **Withdrawal of offer** if the firm withdraws its offer within validity period the competent authority may place such firm under embargo for a period, which may be extended up to one year. Moreover, the bid security of the firm will be confiscated.
6. **Documents.** Following information / copy of documents must be provided / attached with offer:-
 - a. A copy of letter showing firm's financial capability.
 - b. Registration with SECP/Registrar of Firms.
 - c. NTN/GST number be mentioned on the offer and copy of registration certificate issued by sales tax department, attached.
 - d. Annexes A, Annex B with Technical Submissions Envelop.
 - e. Annex C, Annex D must be signed and stamped. With Financial Submissions Envelop
 - f. Complete all Annexes as per given format. Do not use your format or letter head.
 - g. Offer may be rejected if given format is not followed.
 - h. Must be registered on Active Tax Payer List of FBR
 - i. **Valid Pakistan Engineering Council (PEC) Registration certificate is required.**
 - j. **OEM/Distributor/Supplier.**
7. **Disqualification.** Offers are liable to be rejected if:-
 - a. Validity of offer is not quoted as required in tender documents.
 - b. Any deviation from the general/ special instructions.
 - c. Offers are found conditional or incomplete in any respect.

- d. Multiple rates/items are quoted against one item.
- e. Offer is received after fixed date and time on EPADS.
- f. Offers (financial/technical) containing non-signed & stamped unauthenticated amendments/ corrections/overwriting.
- g. If the offer is found to be based on cartel action in connivance with other sources/participants of the tender.
- h. **If valid (PEC) Registration certificate is not provided.**

8. Earnest Money / Bid Bond. Commercial Offer must be accompanied with a Bid Bond (CDR/Pay Order/Bank Draft) in agreement of faithful compliance of the conditions of Contract. This amount will be equivalent to 3% of the total quoted value. The Bid Bond amount submitted by the successful bidder will however be refunded on effective termination of Contract. (The Bid Bond will be forfeited in case of default by the bidder from his commitments made through his offer). Submission of Bid Bond is mandatory; otherwise your offer will be rejected. Bid Bond will be used as performance guarantee till the separate performance guarantee valued at 5 % of contract will be submitted by successful firm till stores till W/G period.

9. Return of Bid Security

- a. Bid security to the unsuccessful bidders will be returned on finalization of the lowest evaluated bidder.
- b. Bid security of the successful bidder/bidders will be returned as mentioned in clause 8 above.

10. Terms of Payment

In FOR cases

- a. 100% Payment shall be made after satisfactory delivery, installation, commissioning & acceptance from the indenting department.
- b. No Advance payment shall be made.
- c. **Provision of Interim payments if any stated in LOI or CA.**

11. Taxes/ Duties/ Custom clearance all taxes /duties fee as applicable under government laws in Pakistan as well as country of supplier shall be on seller.

12. Freight charges /Misc. charges: All charges such as packing, forwarding, local freight, loading and unloading, installation and commissioning, custom clearance, orientations, on job training or any other will be part of quoted price. Delivery till ISLAMABAD CLUB will be seller's responsibility and all associated costs will be part of **quotation/bid** as well.

13. Delivery Period. Contracted Items will be delivered in 30 Days after contract signing date. Deliveries must be accompanied authorized personnel.

14. **Scope of Delivery:** The bidder shall Deliver the items and start the work after the Contract Signing as per quantities and types specified in Scope of Work in tender documents and contracts.
- Supplier will provide 12 months' warranty (All Electrical & Civil Work Job).
 - Measurement should be taken physically by successful vendor upon completion.
 - Warranty Letter from the company is compulsory after completing jobs
 - Successful Contractor will be fully responsible for planning, designing, and executing the maintenance project, delivering a completed and operational result to Islamabad Club for a fixed price and deadline.
15. **Force Majeure.** If non-compliance with the period of delivery or services can be proved to be due to Force Majeure, such as but not limited to mobilization, war, riot, strike, lockout, pandemics/epidemics or the occurrence of unforeseen events, the period shall be reasonably extended.
16. **Subletting** Suppliers are not allowed to sublet wholly or part of the contract to any other firm /company. Firm found in breach of the clause will be dealt with as per purchaser's right and discretion.
17. **Arbitration.** Will be as under: -
- “All Claims, disputes, controversies, differences arising out of or in connection with this contract, including any question regarding its existence, validity, interpretation performance, breach or termination, shall be referred to and shall finally be solved by binding arbitration. An arbitration committee shall be constituted comprising Secretary Islamabad Club and two arbitrators to be nominated on mutual agreement by each party. The venue of the Arbitration shall be the place of issuance of this contract or as Secretary Islamabad Club may determine. In case of any difference, decision of the Administrator Islamabad Club shall be final and binding on both parties.
Provided that written record of any such arbitration and its award shall be arranged properly.
18. **Redress of Grievance.** In case of dispute, case shall be reviewed by Islamabad Club Redress of grievance committee and its decision shall be final and binding on both parties.
19. **Survey:** Bidders may visit the site during approved working hours to verify the location and evaluate access to site (existing building) prior to submitting their bids. Any claims or considerations raised after submission of the financial offer shall be deemed to be included within the bidder's scope, After awarding of the contract to successful bidder, Bidder may submit the samples of items as per standards mentioned in the BOQ/technical proposal/tender documents and same may evaluated at the time of final completion about the quality and its applications.
- 20 **Inspection /Testing of Delivery** Inspection & verification will be carried out at Islamabad Club by the concerned inspection team as detailed by the respective department in accordance with the laid down Acceptance criteria as provided in this document, Annexures & quantities given in purchase order.

21. **Checking of deliveries at Consignee/User End.** All deliveries will be inspected/checked at Consignee's end in the presence of the supplier's representative. If for some reason, the supplier decides not to nominate his representative for such checking, an advance written notice to this effect will be given by the supplier to the consignee prior to shipment of items. In such an event the supplier will clearly undertake that decision of consignee with regard to quantities and description of consignment will be taken as final and discrepancy found will be accordingly made up by Supplier.

22. **Damage to Property/ Safety Rules.** The contractor/supplier must ensure strict adherence to safety protocols throughout the execution of the work. Any damage to Islamabad Club property resulting from contractor's negligence or misconduct shall be repaired or compensated at the contractor's expense.

23. **Warranty:-** 01 Years Warranty will be required from the successful bidders from the date of commissioning.

24. **General Instructions:** Following must be noted: -

The firm should provide point to point acceptance of each clause of tender documents and special instructions attached with tender documents.

- a) Firm will render a certificate with technical offer that firm is neither defaulter nor blacklisted by any government / semi government organization directly or indirectly.
(On Judicial Paper)
- b) Rates should be quoted on free delivery basis at Islamabad Club, Islamabad.
- c) The stipulated delivery period should be strictly adhered to. If the seller fails to deliver the required stores, the buyer will be at liberty to cancel the contract, and /or procure the of stores from an alternate source, on the seller's "Risk & Cost/Expense". In that case, the seller will be bound to make payment to the new source through Islamabad Club. The purchaser's decision under this clause shall currency/execution/after placement if the firm is found to be involved in any dubious activity, litigation, lacking to meet contractual obligations with the purchaser or is blacklisted with any other public procurement agency. No claims / loss /damage of whatsoever nature shall be entertained and Islamabad Club's NOT be subjected to arbitration.
- d) Islamabad Club reserves the right to cancel the contract without assigning any reason whatsoever during its decision in this regard will be final / binding on the seller.
- e) An appropriate amount may be paid for mobilization against CDR/DD/Pay Order.
- f) Firms with previous pending/outstanding projects/business and unsatisfactory performance with Islamabad Club may not be considered for award of any further business.
- g) Most Advantageous Bidder must send their authorized representatives (with authorization letter) for signing of the contract within three days of sharing of the draft contract.
- h) For technical opening firm will send a representative who has knowledge about the quoted items otherwise representative will not be allowed to sit in tender opening.
- i) Samples will be evaluated by the Technical Evaluation Committee.
- j) Stamp duty for Contract will be taken as per Section 22-A of Stamp Act 1899 Pakistan.

Annex-A**Technical Specifications**

Sr#	Description	A/U	Country of Origin	Qty. Req	Bidder Compliance	Tech Scrutiny to be done by user	
						Accepted	Rejected
						Reason of Rejection	
1	Removal of Existing Installed Lights at ceiling height @ 24ft of Courts and Carry to Client Store, including cost of all necessary tools & labor complete in all respect.	Set		165			
2	Supply, fixing, testing and commissioning of electrical cable S/C 1.5mm ² including conducting as required, of Newage / Pakistan Cable or equivalent, complete in all respects as directed by Engineer Incharge.	Mtr		1350			
3	Providing and Fixing of Ohms LED Squash Court Lights Wattage 6x16 Watts tubes Input Voltage 220V AC, 50/60 Hz Lumens 90 Lumens per Watt CRI: 80 PF>=.95 CCT 6000 k Enclosed in white Reflective high Gloss Reflector with Diamond mesh diffuser in front, including cost of Hanging arrangements or Frames, LED make Philips or equivalent as per approval of Client.	Set		45			
4	Providing and Fixing of Squash Court Tin plate in 2-3 mm thick high-quality aluminum sheet as per Standard dimensions (17"x21ft) in accordance with World Squash Federation (WSF) regulations, with all Fittings and Hardware including Paper sheet complete in respect, as per approval of Client.	Each		2			
5	Sanding on Squash Court wooden Floor's using German Sander for Squash Maple Flooring, including all necessary tools and labor complete in all respects.	Sft		3520			

6	Application of Rebound 2000 Squash Court Chemical Bond/Paint for ASB Front Wall according to the manufacturer's instructions including Preparation of Wall by Buffing of existing layer to ensure a smooth surface for painting. Including 03 Year's Warranty by Vendor / Applicator.	Sft		998			
7	Paint consist of 2 Layer/coats on Existing Front walls and Side Walls & roof Ceiling surface using Berger Synthetic Enamel Paint including line Markings and Base Preparation, complete in all respect as per Client instructions.	Sft		11044			

Firm Name: _____ Signature: _____ Name: _____ Designation: _____

TECHNICAL OFFER
IC / SCM / SMD / ENT / 24-25 / TD-05

Fill in following essential Parameters: -

1. Validity of Offer: _____ Days (Should not be less than **90 days**)
2. Delivery period: _____ Days (After placement of order)
3. Country of Origin: _____
4. Warranty Period: _____

General

1. GST Number: _____ (Enclose Copy)
2. NTN / CNIC: _____ (if exempted, provide valid exemption certificate)

Payment Terms (In continuation of IT Document clause 12)

In FOR Cases
100% payment after delivery, installation / commissioning /user satisfaction certificate

Details of Foreign Principal Information with account details)

1. Name / Title: _____
2. Address: _____

OEM Name:	Firm Name:	Signature:
OEM Focal Person:	Firm Focal Person:	Official Seal:
OEM Phone Number:	Firm Phone Number:	Name & CNIC:
OEM Email Id:	Firm Email Id:	Designation:

Annex- C**FINANCIAL OFFER****IC / SCM / Rehabilitation & Procurement of Squash Courts Items 2025/TD-06****Squash Court Islamabad Club.****Bill of Quantities**

Sr.#	Description of Items	Qty.	Unit	Rate (Rs.)	Amount. In Rs.
1	Removal of Existing Installed Lights at ceiling height @ 24ft of Courts and Carry to Client Store, including cost of all necessary tools & labor complete in all respect.	165	Set		
2	Supply, fixing, testing and commissioning of electrical cable S/C 1.5mm ² including conducting as required, of Newage / Pakistan Cable or equivalent, complete in all respects as directed by Engineer Incharge.	1350	Mtr		
3	Providing and Fixing of Ohms LED Squash Court Lights Wattage 6x16 Watts tubes Input Voltage 220V AC, 50/60 Hz Lumens 90 Lumens per Watt CRI: 80 PF>=.95 CCT 6000 k Enclosed in white Reflective high Gloss Reflector with Diamond mesh diffuser in front, including cost of Hanging arrangementts or Frames, LED make Philips or equivalent as per approval of Client.	45	Set		

4	Providing and Fixing of Squash Court Tin plate in 2-3 mm thick high-quality aluminum sheet as per Standard dimensions (17"x21ft) in accordance with World Squash Federation (WSF) regulations, with all Fittings and Hardware including Paper sheet complete in respect, as per approval of Client.	2	Each		
5	Sanding on Squash Court wooden Floor's using German Sander for Squash Maple Flooring, including all necessary tools and labor complete in all respects.	3520	Sft		
6	Application of Rebound 2000 Squash Court Chemical Bond/Paint for ASB Front Wall according to the manufacturer's instructions including Preparation of Wall by Buffing of existing layer to ensure a smooth surface for painting. Including 03 Year's Warranty by Vendor / Applicator.	998	Sft		
7	Paint consist of 2 Layer/coats on Existing Front walls and Side Walls & roof Ceiling surface using Berger Synthetic Enamel Paint including line Markings and Base Preparation, complete in all respect as per Client instructions.	11044	Sft		
	(All Tax Inclusive) Total Amount in Pak Rupees.				

Firm Name:	_____
Signature:	_____
Name:	_____
Designation:	_____

Special Instructions

Description	Bidder		Tech Scrutiny to be done by User		
	Yes	No	Accepted	Rejected	Reasons of Rejection
Operations Training Training of IC ICT support staff					
Installation and Commissioning a. Complete installation, testing/ commissioning of the equipment (Software & Hardware) will be carried out by OEM/supplier rep at designated place at IC within 30 x days after of contract. b. Special requirements must be specified in offer by supplier. Capability to integrate with same vendor endpoints security suite, analyzer and manger to enable self-healing network and automatically quarantine/BAN the endpoints in case of malicious activities detected					
Support Services a. 24x7x365 Support Services including public holidays. b. Suppliers to have in-country spares/Technical support and ensure spares and technical support/Assistance for W/G period of 1 year					
Standard & Compliance Bidder must submit specification compliance in their bids. Non-compliance (if any) against the product specification and general terms & conditions of the tender may lead to the disqualification of the bidder.					
Liability of Supplier <ul style="list-style-type: none"> • Supplier is to provide original OEM certificate of subject equipment licenses bought directly from the manufacturer and being an authorized dealer. • Firm must be authorized distributor and direct importer. • Firm must have done at least 5 (five) similar projects. • Firm must be PEC registered. 					

Annex D

Tender No **IC / SCM / Rehabilitation & Procurement of Squash Courts Items 2025/TD-06**

Name of the Firm _____

Firm Address _____

Date _____

Telephone No _____

E-Mail _____

To,

Procurement Consultant

SCM Office ISLAMABAD CLUB

Dear Sir

1. I / We hereby offer to supply to the ISLAMABAD CLUB the stores detailed in schedule to the tender inquiry or such portion thereof as you may specify in the acceptance of tender at the price offered against the said schedule and further agree that this offer will remain valid up to 90 days after opening of Financial offer and will not be withdrawn or altered in terms of rates quoted and the conditions already stated therein or on before this date. I / we shall be bound by a communication of acceptance to be dispatched within the prescribed time.

2. I / we have understood the instructions to Tenders and General Conditions Governing Contract available at ISLAMABAD CLUB website and have thoroughly examined the specifications / drawing and / or patterns quoted in the schedule here to and am/are fully aware of the nature of the stores required and my/ our offer is to supply stores strictly in accordance with the requirements. Yours Faithfully.

(Signature of Tenderer) Designation

Date:

Individual signing tender and / or other documents connected with a contract must be signed by principal authorized rep.

CHECK LIST

(This checked list must be attached with your technical offer, duly filled and Signed by authorized signatory)

Tender No **IC / SCM / Rehabilitation & Procurement of Squash Courts Items 2025/TD-06**

Date_____

1	Tender Fee	a. Tender fee ref no b. Bank c. Amount		
2	Bid Security	a. Bid Security Ref no b. Bank		
3	Form Annex A, B ,C , (Annex D -at Company Letter Head) signed by Authorized Signatory		Yes	No
4	Offering specification of items as per tender documents (Mandatory)		Yes	No
5	Quoted Currency as per tender documents		Yes	No
6	Accounting unit/Qty as per tender documents		Yes	No
7	Delivery Schedule as per tender documents (Mandatory)		Yes	No
10	Experience Letter of 5 Similar kind of projects (Mandatory)		Yes	No
11	Certified that there is no Deviation from tender documents conditions/ there is deviation from tender documents condition as per following details.		Yes	No
12	Blacklisting Certificate.		Yes	No
13	Required OEM's or Authorized Sol Distributor Warranty Certificates		Yes	No

Note: Fill and/or mark Yes/No where required.

Signature of Firm Authorize Signatory

INTEGRITY PACT / DISCLOSURE CLAUSE

(To be submitted on Company's Letterhead)

Declaration of Fees, Commissions and Brokerage Etc. Payable by the Suppliers, Vendors, Distributors, Manufacturers, Contractor & Service Providers of Goods, Services &

Works_____ the Seller / Supplier / Contractor hereby declares its intention not to obtain the procurement of any Contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative sub-division or agency thereof or any other entity owned or controlled by it (GOP) through any corrupt business practice.

Without limiting the generality of the forgoing the Seller / Supplier / Contractor represents and warrants that it has fully declared the brokerage, commission, fees etc., paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, Administrator, promoter, shareholder sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from Government of Pakistan, except that which has been expressly declared pursuant hereto.

The Seller / Supplier / Contractor certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with Government of Pakistan and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

The Seller / Supplier / Contractor accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall without prejudice to any other right and remedies available to Government of Pakistan under any law, contract or other instrument, be voidable at the option of Government of Pakistan.

Notwithstanding any rights and remedies exercised by Government of Pakistan in this regard, the Seller / Supplier / Contractor agrees to indemnify Government of Pakistan for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to Government of Pakistan in any amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by the Seller / Supplier / Contractor as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever from Government of Pakistan.

UNDERTAKING

(To be submitted on Rs. 100 Stamp Paper)

It is hereby stated and affirmed on oath that M/s_____ (the bidder) is not a member or DiAdministrator of any other company which is participating in the present tender for

_____ opened on DD-MM-

YYYY, or otherwise no DiAdministrator or employee of the company participating in the bidding process is directly or indirectly in any manner whatsoever involved, associated in any other company / individual business which is bidding in the present bidding process.

It is understood that the above information is correct and at any stage in future if it is found / revealed that the information herein above is not correct, IC shall cancel the bid / contract and the Earnest Money / Security Deposit shall be forfeited by IC. Furthermore, the bidder will be blacklisted for participation against any other tenders.

Tenderer's Signature_____

Name in full _____
Designation _____
Address _____

Phone / Fax # _____
CNIC _____
Seal _____
Date _____

Special Provisions of Tender (To be fulfilled by Bidders)

WSF (World Squash Federation) standard for squash sports lighting		
Sr. no	Lighting specifications	Requirements
1.0	Recommended standard for illumination	The Installed Lights should have to satisfy testing up to the minimum 500 lux throughout the Courts at a height of one meter from the floor (Including court corners).
2.0	Uniformity of illumination	Lux levels shall not vary by more than 15 percent from the average level of illumination.
3.0	Warranty of Installed LED lamps & Lights	The required warranty period of Lights should be 2-3 Years after installation / commissioning (inclusive of maintenance).
4.0	Recommended color temperature for LED lamps	Day light (White light) About 5000K - 6000K
5.0	Color Rendering Index (CRI)	A high CRI (80 or higher) should be ensured so that colors on the court are displayed accurately.
6.0	Life of Installed (proposed) Lights	Life of installed Lights should be 6000 - 7000 hours.
7.0	Absence of shadows and stroboscopic	Lighting should be shadow-free and free from visible stroboscopic effects.

Signature of Firm Authorize Signatory

Date;_____

Company Stamp: