

# TENDER DOCUMENT

## Insurance of GCC's Assets

No: GCC/TEND/0013/2017

Gun & Country Club Islamabad hereby invites tenders from suppliers / firms, on item rate basis, for the below heads and other items as per Annexures

### GENERAL TERM & CONDITIONS

1. All participating firms should be registered with income tax and sales tax departments (*Registration numbers should be clearly mentioned and valid documentary evidence be attached*).
2. The firms should have a minimum of 3 years of experience in insurance and should have proper office in Islamabad, Rawalpindi & Karachi.
3. Sealed tenders are required to reach the undersigned on or before **6th May,2017** before close of business i.e. 5:00 p.m. along with a cross cheque of **Rs.1,000/-** in favor of **"Gun & Country Club Islamabad"** (Non-refundable) as bid money.
4. All quotations should be submitted on proper letter head.
5. All quotations should be addressed to :  
**PURCHASE COMMITTEE**  
Gun & Country Club Islamabad  
Pakistan Sports Complex,  
Islamabad. Pakistan  
P.O.Box No. 3017
6. The bid should not have any over-writing or cutting. Bids with any of the aforementioned defects will not be considered.
7. Incomplete quotations, quotations not conforming to tender requirements or with vague replies will not be considered.
8. Firms should clearly state whether the quoted prices are **INCLUSIVE** of government taxes.
9. All the taxes levied must also be clearly stated.
10. Payments of the bills and invoices will be subject to the deduction of government taxes.
11. The selected firm should complete the delivery of items as per Gun & Country Club Islamabad schedule.
12. 10% of the contract value will be retained from the payment as retention money & will be released after one month of the satisfactory work.
13. The sealed envelope must be super scribed with "**GCC/TEND/0013/2017**".
14. Gun & Country Club reserves the right to extend the opening date of the bids, cancel the tender or accept / reject any or all bids, without assigning any reason.
15. The Purchase Committee may ask the bidders to provide samples of the quoted items.
16. Delivery & Installation of all items will be responsibility of supplier
17. Delivery time for all within 2 weeks.

**Assets & Building**

**Total Value of Assets: Rs. 114,230,146/-**

**Type of Insurance: Earthquake, Fire & Lightening**

| <b>S#</b> | <b>Detail of Assets</b> |
|-----------|-------------------------|
| 1.        | Fence                   |
| 2.        | Furniture & Fixture     |
| 3.        | Shooting Equipment      |
| 4.        | Office Equipment        |
| 5.        | Electrical Equipment    |
| 6.        | Generator               |
| 7.        | Computer & Accessories  |
| 8.        | Exercise Equipment      |
| 9.        | Tube Well               |
| 10.       | Restaurant Equipment    |