

T E N D E R D O C U M E N T

No: GCC/008/2025

Gun & Country Club Islamabad hereby invites sealed tenders under Single Stage-Two Envelop Procedure from well reputed, experienced and tax registered firms/bidders which exclusively deal in the relevant business Gym/Sports Flooring for supply and complete fixing of multi-colored PVC Sports Flooring in the main Gym of the Club as per details/specifications mentioned in the **Annex-I** to this bidding document.

GENERAL TERM & CONDITIONS

1. The firms must have reasonable experience in the relevant business of Sports Flooring.
2. The firm must be registered with FBR and be on active tax payer list of FBR.
3. The firm must not be blacklisted by any Government department, autonomous body etc. An undertaking on judicial paper must be submitted with the bid.
4. Sealed tenders are required to reach the Club on or before **23rd June, 2025 (03:00 PM)** along with a cross cheque/Pay Order of **Rs. 3,000/-** in favor of “Gun & Country Club Islamabad” (Non-refundable) as bid processing fee.
5. Bid Security @ 2% of the quoted amount must be attached with Bid in shape of pay order.
6. All quotations should be submitted on proper letterhead.
7. The rates quoted shall be considered valid for the period of 2 months.
8. The rates quoted should be inclusive of all applicable taxes. If not mentioned separately, it shall be deemed that the quoted rates are inclusive of all taxes.
9. The validity of bid is thirty (30) days from the date of opening of tender.
10. All quotations should be addressed to:

Gun & Country Club,
Islamabad
Adjacent Pakistan Sports
Complex, Islamabad.
11. Incomplete quotations, quotations not conforming to tender requirements or with vague contents will not be considered.
12. The prices should be quoted inclusive of all taxes.
13. All the taxes must also be clearly stated.
14. Payments of the bills and invoices will be subject to the deduction of government taxes.
15. The selected firm should complete the job/work as per Gun& Country Club Islamabad schedule.
16. The sealed envelope must have inscription as “**GCC/008/2025**”.
17. 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.

SUBMISSION OF BIDS

The bids shall be submitted under Single Stage-Two Envelop procedure which is as follows:

- (i)** The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal:
- (ii)** The envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold and legible letters to avoid confusion
- (iii)** Initially, only the envelope marked "TECHNICAL PROPOSAL" shall be opened;
- (iv)** The envelope marked as "FINANCIAL PROPOSAL" shall be retained in the custody of the procuring agency without being opened.
- (v)** The procuring agency shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements; the technical proposal, for the purpose of instant tender, shall comprise the company profile and all the documents/pay orders etc as mentioned under Sr. No. 1-5 of General Terms and Conditions above. Moreover, the technical proposal must include the samples of PVC Flooring/Tiles which may be brought by the bidders at the time of opening of technical bid as mentioned above.
- (vi)** During the technical evaluation no amendments in the technical proposal shall be permitted.
- (vii)** The financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance.
- (viii)** After the evaluation and approval of the technical proposal the procuring agency shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders.
- (ix)** The bid found to be the most advantageous bid shall be accepted.

ANNEXURE – I

BOQs

S#	Description	Approx. Area	Rate per square foot
1	Supply and fixing of Multi-Colored PVC Sports Flooring 3mm-4mm Thick for Gym Area	3200 Sq. ft	
2.	Supply and Fixing of Multi-Colored PVC Sports Flooring or Rubber Mat 6 mm Thick for Weight Area of Gym	800 Sq. ft	

Important Note: The area is tentative. After completion of work, the actual area floored shall be measured and Payment shall be made as per actual work/area.