Islamabad Club

TENDER DOCUMENTS

Procurement of Misc Pulses
IC/PD/ FY 2026 TD-37

ISLAMABAD CLUB, MAIN MUREE ROAD, ISLAMABAD

Islamabad Club

TENDER NOTICE

Supply of Misc Pulses (2026 TD-37)

Electronic bids are invited from Government / FBR Registered firms (active taxpayers) for the **Supply of Misc Pulses (2026 TD-37).**

1. on FOR Basis.
2. Bidding documents containing detailed terms & condition for submission of bids, method of procurement (Single Stage Single Envelopes), eligibility & evaluation criteria etc. are available for registered bidders on EPADS.
3. **Tender Documents** can be downloaded from **IC/EPADS** websites and Bids will be submitted as per requirements mentioned in the tender documents. Bid will be submitted through EPADS and bidders will submit their original CDR of Rs. 300,000/- of quoted amount in the favour of Islamabad Club.
4. Detail of bids and submission of tender is provided below: -

Sr.	Description	Bank Account Details	Tender Fee	Tender Submission	Tender Opening
a.	**Supply of Misc Pulses (2026 TD-37)**	Islamabad Club Ntn-6470486-8 Faysal Bank, Tendering and Contracts, A/C # PK81FAYS0001132031116145	5,000	1100 Hrs Date 20/01/2026	1130 Hrs 20/01/2026

Note: -

- Tender fee in shape of CDR/PO/DD will be acceptable.
- Offer will not be entertained without payment of tender fee.

Procurment Deaprtment
(ISLAMABAD CLUB)
Add: asad.ijaz@Islamabadclub.org.pk,taimoor.khurram@Islamabadclub.org.pk

Phone: 051-9046000, Ext: 301,176

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 Rs. 300,000/- of Quoted amount		
5.	Complete Tender Document duly signed and stamped each page		
6.	Non-Blacklisting Certificate (Judicial Paper)		
7.	Firm's Complete details (address, contacts & email)		

Tender Documents

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 Office under "Single Stage Single 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 supply of **Supply of Misc Pulses (2026 TD-37)**.
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. Registration with SECP/Registrar of Firms.
   b. NTN/GST number be mentioned on the offer and copy of registration certificate issued by sales tax department, attached.
   c. Annexes A, B & C and special conditions must be signed and stamped. Attach only relevant documents.
   d. Complete all Annexes as per given format. Do not use your format or letter head. Offer may be rejected if given format is not followed.
   e. Must be registered on Active Tax Payer List of FBR
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 instruction.
   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.

8. **Bid Security** Financial offer must be accompanied with a bid security (CDR/Pay order/Bank draft) in agreement of faithful compliance of the conditions of Contract. This amount will be Rs. 300,000/- . The bid security amount submitted by the successful bidder will however be refunded on effective termination of Contract. The bid security will be forfeited in case of default by the bidder from his commitments made through his offer. Submission of bid security is mandatory; otherwise your offer will be rejected. Bid security will be used as performance guarantee , till the maturity of contract.

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. Payment shall be made with in 25-30 days of satisfactory delivery & acceptance of supply.

b. No Advance payment shall be made.

c. Deductions may apply for non-conforming items or short deliveries.

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 as well.

13. **Delivery Period.** Store will be delivered as and when required by the procuring agency from contract signing date. Deliveries must be accompanied with delivery challans duly signed by supplier and authorized personnel. (weekly or on call IC management's decision)

14. **Scope of Delivery:** The bidder shall supply must be good quality neat & clean, as per quantities and types specified in Scope of Work in tender documents and contracts.

Supply must meet hilal food safety standards. All

supplied meat must be:

- Delivered before noon of supply date.

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 arbitrations 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. **Technical Specification**:

The bidder shall supply must be good quality neat & clean, as per quantities and types specified in Scope of Work in tender documents and contracts

21. **Inspection /Testing of Delivery**: Inspection & testing 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.

22. **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.

23. **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.

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

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

b. 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)

c. Rates should be quoted on free delivery basis at Islamabad Club, Islamabad.

d. 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.

e. 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.

f. An appropriate amount may be paid for mobilization against CDR/DD/Pay Order.

g. Firms with previous pending/outstanding projects/business and unsatisfactory performance with Islamabad Club may not be considered for award of any further business.

h. 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.

i. 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.

j. Contract will be for 1 year extendable on mutual consent on same price terms & Conditions

Annex-A

TECHNICAL SHHET OF PULSES 2026				COMPLIANCE	
Sr.	**Item**	**Unit**	**SPECIFICATION**	**YES**	**NO**
1	Baison	1 kg	(Fine quality Neat &Clean)		
2	Black Channa	1 kg	(Fine quality Neat &Clean)		
3	Chick Peas Small Size	1 kg	(Fine quality Neat &Clean)		
4	Dal Channa	1 kg	(Fine quality Neat &Clean)		
5	Dal Har har	1 kg	(Fine quality Neat &Clean)		
6	Dal Mash washed	1 kg	(Fine quality Neat &Clean)		
7	Dal Mash whole	1 kg	(Fine quality Neat &Clean)		
8	Dal Masoor washed	1 kg	(Fine quality Neat &Clean)		
9	Dal Masoor whole	1 kg	(Fine quality Neat &Clean)		
10	Dal Mong washed	1 kg	(Fine quality Neat &Clean)		
11	Dal Mong whole	1 kg	(Fine quality Neat &Clean)		
12	Red Bean	1 kg	(Fine quality Neat &Clean)		
13	Semolina	1 kg	(Fine quality Neat &Clean)		
14	White Bean	1 kg	(Fine quality Neat &Clean)		
15	White Channa Large size	1 kg	(Fine quality Neat &Clean)		

Annex-B

Necessary to Fill Completely

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)	

General: -

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

Payment Terms (In continuation of Tender Document clause 12): -

In FOR Cases
a. Payment shall be made after 25-30 days of satisfactory delivery & acceptance of supply. b. No Advance payment shall be made. c. Deductions may apply for non-conforming items or short deliveries.

Firm/ Company Name: _____

Name & Contact (Focal Person) : _____

FINANCIAL OFFER OF PULSES 2026

Sr.	Item	Unit	Unit Price	Gst (If Aplicable)	Unit Price with Gst
1	Baison (Fine quality Neat &Clean)	1 kg			
2	Black Channa (Fine quality Neat & Clean)	1 kg			
3	Chick Peas Small Size (Fine quality Neat & Clean)	1 kg			
4	Dal Channa (Fine quality Neat & Clean)	1 kg			
5	Dal Har har (Fine quality Neat & Clean)	1 kg			
6	Dal Mash washed (Fine quality Neat & Clean)	1 kg			
7	Dal Mash whole (Fine quality Neat & Clean)	1 kg			
8	Dal Masoor washed (Fine quality Neat & Clean)	1 kg			
9	Dal Masoor whole (Fine quality Neat & Clean)	1 kg			
10	Dal Mong washed (Fine quality Neat & Clean)	1 kg			
11	Dal Mong whole (Fine quality Neat &Clean)	1 kg			
12	Red Bean (Fine quality Neat & Clean)	1 kg			
13	Semolina (Fine quality Neat & Clean)	1 kg			
14	White Bean (Fine quality Neat & Clean)	1 kg			
15	White Channa Large size (Fine quality Neat & Clean)	1 kg			

Annex C

Tender No _____

Name of the Firm _____

Firm Address_____

Date_____

Telephone No_____

E-Mail _____

To,

Procurement Department

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 he 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.
3. 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_____ 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 signed by Authorized Signatory		Yes	No
4	Offering specification of items as per tender documents		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		Yes	No
8	Certified that there is no Deviation from tender documents conditions/ there is deviation from tender documents condition as per following details.		Yes	No
9	Blacklisting certificate.		Yes	No

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

Signature of Firm Auth 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 it affiliate, agent, associate, broker, consultant, director, 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 an 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 void - able 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 time the sum of any commission, gratification, brief, 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 Director of any other company which is participating in the present tender for _____ opened on DD-MM-YYYY, or otherwise no Director 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 _____

AGREEMENT

This agreement is made on _____, 2026 between M/s _____(hereinafter referred to as supplier) and M/s Islamabad Club (hereinafter referred to as Buyer).

CONTRACT FOR 01 YEAR

TERMS & CONDITIONS:

a) That this agreement shall be referred to as **STANDING PURCHASE ORDER** for the **Supply of Misc Pulses (2026 TD-37)** as per the quoted.

b) Validity of this agreement is up to _____, 2026.

c) That the Islamabad Club reserves the right to discontinue the order or terminate the agreement at any time without assigning any reason.

d) That the quality of supplies must be of the highest standard.

e) That the purchaser/ concerned department reserve the right to reject the goods supplied in the event of quality being substandard.

f) That the rejected supplies shall be replaced by the supplier within three hours from the date & time of rejection. If the purchaser still finds the replaced goods below the required standard the purchaser reserves the right to deduct the cost of the same goods purchased from the open market. The amount so deducted will be equivalent to the value over & above the contracted amount paid in the open market.

g) That the supplier will deliver the items before 04:00 Pm to the nominated department of the club by its management.

h) That the supplier will fulfil the demand on A**s & When (weekly or on call)** required basis. The acceptance of all deliveries is subject to the verification by the concerned department regarding quality and quantity.

i) That the concern dept. will communicate the requirements either through fax or phone two days prior.

j) That the mode of payment will be through cheque after deduction as per Government laws.

k) That goods supplied/delivered shall be accompanied by invoice/delivery challan.

l) That the Contact is Extendable to 1 One Year with Mutual Consent of both parties with same price, terms & condition

m) All Tender Documents Terms & Condition will be integral part of the contract.

For Islamabad Club	**M/s _____**
_____	_____
_____	_____
Witness 1	**Witness 2**
_____	_____
_____	_____