

PAKISTAN SPORTS BOARD

Srinagar Highway, Aabpara, Islamabad

TENDER NOTICE

Pakistan Sports Board, an autonomous body working under the administrative control of Ministry of Inter-Provincial Coordination, Government of Pakistan invites bids/offers through tender Notice from firms who are registered with Tax Authorities (Income Tax/Sales Tax) on ATL of FBR and valid registration of PEC for the following.

S#	Description	Opening Date	Receiving / Opening Time	Bid Security
1.	SUPPLY AND INSTALLATION OF CHAIRS IN HAMADI HALL AT PAKISTAN SPORTS BOARD, SPORTS COMPLEX, ISLAMABAD	27-11-2025	Receiving:1100 hrs	Rs.60,000/- (refundable) in the name of PSB

2. All the proposal will be received through EPADS. Notice of the tender is available on PSB and PPRA websites and the detail documents are also download and upload from EPADS.

3. The bid security in shape of CDR / Pay order amounting to Rs.60,000/- in the name of Pakistan Sports Board must be uploaded along with the documents through EPADS and original will be submitted in the office of undersigned before opening the bids / proposals. It is pertinent to mention here that without scene copy of bid security with proposal the bid / bids will be declared non-responsive.

4. The Director General, Pakistan Sports Board reserves the right to accept/reject any or all offers wholly or partially as per PPRA rules.



(MUSA HASEEB)

Assistant Director (Procurement-I)

Phone: 051-9249121



PAKISTAN SPORTS BOARD ISLAMABAD

TENDER DOCUMENTS (SINGLE STAGE TWO ENVELOPE)

SUPPLY AND INSTALLATION OF CHAIRS IN HAMADI HALL AT PAKISTAN SPORTS BOARD, SPORTS COMPLEX, ISLAMABAD.

Date of Tender Opening: 27th November, 2025 at 1130 hours

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Assistant Director (Procurement)
Pakistan Sports Board
Islamabad

BRIEF

Pakistan Sports Board, an autonomous body working under the administrative control of Ministry of Inter-Provincial Coordination, PSB is the premier authority to control and promote sports in the country and also acts as an executing agency to implement the government policies.

PSB requires around approximately 250 Nos plastic chairs and 60 Nos VIP chairs to be supplied and installed at Hamadi Hall, Pakistan Sports Board, Sports Complex, Islamabad with in 30 days after awarding the work order.

Contents of Bid Document: The document consist the annexes indicated below:

- a. Annex I : **Instructions to Bidders**
- b. Annex II : **Bid / Application Submission Form**
- c. Annex III: **Evaluation Criteria**
- d. Annex IV : **Financial proposal**



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Pakistan Sports Board
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INSTRUCTIONS TO BIDDERS

In addition to the essential guidance/instruction (provided through the cover letter) vis-à-vis application for the bids, the followings are also to be considered integral part of the bidding documents and may be read and followed carefully before submission of bid/ proposal.

A. General

1. Scope of Bids: PSB upload Bid document on EPADS to the bidders interested for participating in the subject tender.
2. Eligible Applicants: A firm/company shall be a legally established entity or a firm.
3. **Scope of services**

Supply and installation of approximately 250 Nos plastic chairs and 60 Nos VIP chairs as per required specification in Hamadi Hall at Pakistan Sports Board, Sports Complex, Islamabad.

B. Preparation of Applications

1. Evaluation of Bids/Mandatory Requirements for Bidders:

1. The firm should be registered with Income Tax and Sales Tax Departments (Registration Numbers should be clearly mentioned and valid documentary evidence be attached). The registered contractor/firm who is on active Tax Payer list (ATL) of FBR is eligible to submit bids. The firm / company also registered with Pakistan Engineer Council (Category C-6).
2. The bids/proposals shall be submitted under single stage two envelopes procedure containing **Technical and Financial** bids will be processed through EPADS as per PPRA Rule.
3. Proof of previous specific working experience for the last 2-3 years. Respective work orders / completion certificates of the must be attached.
4. Income tax returns last two years minimum must be submitted to show the financial strength / position of the firm / company.
5. Audit Statement for the last two years must be attached.
6. The technical bid should have the profile of company only and financial bid have only rates as per specification including all taxes.
7. All those companies / firms are eligible to apply who has prior specific work experience of related nature of job.
8. Conditional tenders shall not be accepted. Any tender containing addition / alternation in the above terms and conditions and the specifications of items / services will also not be considered.
9. The quantities of items may be increased or decreased as per the requirement.
10. The firm should have not been black listed by any Government Department or Semi Government Department in the past. The declaration made by the

- bidder towards non-blacklisting on judicial stamp paper should be enclosed.
11. Pay Order/Bank Draft/Bank Guarantee amounting to Rs.60,000/- must be attached as earnest money / bid security (attached/upload scanned copy with profile) in the name of "Pakistan Sports Board" and original will be submitted to Assistant Director (Procurement), PSB before opening the bid.
 12. Bid Security of successful bidder will be withheld till completion of the assignment. While the bid security of unsuccessful companies will be returned.
 13. An agreement shall be made on stamp paper duly issued by Treasury of Pakistan between the company / firm and Pakistan Sports Board after placing work order etc. The stamp paper will be provided by the successful firm / company.
 14. The bids will be evaluated upon criteria and requirements defined in Evaluation Criteria.
 15. In case of any holiday or any disturbance on the opening of tender, the tender will be opened on next working day as per schedule.
 16. The completion time of the said work is thirty days (30) after issuance of work order to the successful firm / company.
 17. The performance security / grantee etc will also submit by the successful bidder from Bank or insurance company AA rates etc as per PPRA rules.
 18. The DG, PSB being the authority to accept or reject any or all the proposals as per PPRA rules.



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Assistant Director (Procurement)
Pakistan Sports Board
Islamabad

Bid Submission Form

(To be printed on labs letterhead, signed, dated and stamped)

Date:

To: Director General,
Pakistan Sports Board, Islamabad

We, the undersigned, apply to supply and installation of chairs at Hamadi Hall, PSB, Islamabad mentioned in the bidding documents and declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including any Addendum (or Addenda to same effect), issued by the Board in accordance with Instructions to Bidders.
- (b) We understand that you may cancel the bidding process at any time and that you are neither bound to accept any bids that you may receive, without incurring any liability to the Bidders.
- (c) The following information shall be used by Board to notify us:

Name of the firm:

Postal Address:

Tel: Fax:

Official Email:

Best regards,

Signature of an authorized representative(s) of the Bidders

Name:

Designation:

Contact No:

Address:


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Pakistan Sports Board
Islamabad

EVALUATION CRITERIA
MANDATORY REQUIREMENTS FOR BIDDERS

S No.	Mandatory Requirement	Yes/ No
A.	Complete company profile including: - i. Name, ii. Registered office address, iii. Telephone number, fax and e-mail address and web address iv. Details of contact person v. NTN (on FBR ATL) vi. PEC registration minimum C-6	
B.	Proof of previous relevant experience for the last 2-3 years in the relevant field, also attached work orders / completion certificates of the relevant works.	
C.	Declaration certificate on Judicial stamp paper that the firm/ company has not been blacklisted by any Government/ Semi Govt./ Autonomous organization	
D.	Income tax returns of last two years	
E.	Audit Statement of the firm for two years	
F.	Stamp paper / declaration about not black listing or any legal / judicial proceeding etc.	

Note: The firm/company must meet all mandatory requirements to be eligible to participate in the financial bid.


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FINANCIAL PORPOSAL

S#	Name of work	Qty	Per Unit rate	Amount including all taxes
1.	Supply and installation / fixing very high-quality single-Block sports seat, made from ingected ploypropylene with twin inner walls audience chair international standard or approve by engineer (46-52 cm) seat Centres, 40-48cm depth, 35.5cm height.	250 Nos		
2.	Supply and installation / fixing very high-quality single block, sports seat, made from ingected polypropylene with twin inner walls, with fabric cushion VIP chair internal slander or approve by Engineer 54-65 cm seat Centres, 50-60 depth, 85 cm height.	60 Nos		
Total amount				

Sign and Stamp


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