

PAKISTAN SPORTS ISLAMABAD

SUPPLY OF FOOD / GROCERY COMMODITIES TO PSB HOSTELS AT PSB (HQ) ISLAMABAD, PSB COACHING CENTRES LAHORE, KARACHI, QUETTA AND PESHAWAR

Date of Tender Opening: 19th February 2026 at 1130 hours

Tender Document for

Supply of Food / Grocery commodities to PSB
Hostels at PSB (HQ) Islamabad, PSB Coaching
Centers Lahore, Karachi, Quetta and Peshawar.

Total Page	Detail of Pages
13 Pages	Page-02 Brief
	Page-3-6 Instructions to the Bidders
	Page-07 Bid Submission Form
	Page-08 Technical Evaluation Criteria
	Page-09-13 Financial Bid (List of food items)

**ASSISTANT DIRECTOR (PROCUREMENT)
PAKISTAN SPORTS BOARD
ISLAMABAD**
KHURRAM SHAHZAD

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ASSISTANT DIRECTOR (PROCUREMENT)
PAKISTAN SPORTS BOARD
ISLAMABAD



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

Pakistan Sports Board (PSB) Invites tenders through EPADS as per PPARA rules from the reputed GST and Income Tax registered firms for supply of food/Grocery commodities etc to PSB Hostels at PSB (HQ) Islamabad, PSB Coaching Centers Lahore, Karachi, Quetta and Peshawar for the period of one year on day-to-day basis.

BRIEF

SUPPLY OF FOOD / GROCERY COMMODITIES TO PSB HOSTELS AT PSB (HQ) ISLAMABAD, PSB COACHING CENTRES LAHORE, KARACHI, QUETTA AND PESHAWAR

- a. Annex I: - Instructions to Bidders
- b. Annex II: - Application Submission Form
- c. Annex III: - Evaluation Criteria
- d. Annex IV: - Financial Bid (list of food items)

INSTRUCTIONS TO BIDDERS

In addition to the essential guidance/instruction (provided through the cover letter) vis-a-vis application for the bids, the followings are also to be considered during the submission of bids.

A. General

1. Scope of Bids: PSB issue this Bid document to the bidders interested for "Supply of Food/Grocery Commodities to PSB Hostels at PSB (HQ) Islamabad, PSB Coaching Centers Lahore, Karachi, Quetta and Peshawar" on day to day basis to the PSB for one year extendable.

2. Eligible Applicants: An applicant should be a legally established entity or a firm. Real persons are not eligible to apply in their individual capacities.

3. Amendment of Bid Document:

(a) At any time prior to the deadline for submission of bids, the PSB may amend the Bidding Document by issuing addendum.

(b) Any addendum issued shall be part of the Bid Document and shall be communicated in writing by posting the addendum to the website of the PSB on which the bid document is posted.

B. Preparation of Applications

1. Cost of Applications:

The Applicant shall bear all costs associated with the preparation and submission of its bid. The PSB will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

2. Language of Application:

The bids prepared by the bidders and all correspondence and documents relating to the bids shall be in English Language.

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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.
2. Complete company profile including name, registered office address, telephone, fax and e-mail address and web address complete contact person, details of staff etc. NTN, Sales Tax and ATL on FBR Database
3. The bids shall be submitted under single stage two envelopes procedure containing *Technical and Financial* bids in separate envelopes and will be processed through EPADS as per PPA Rule. Financial bids will be opened only technically qualified bidders.

D. Evaluation of Bids/Mandatory Requirements for Bidders:

Any bid which is not responsive to the requirements of the bidding document shall be rejected.

3. **Responsiveness of the Application:**
 - (a) The PSB reserves the right to ask any bidder for a clarification of its bid which shall be submitted within a stated reasonable period of time. Any request for clarification and all clarifications shall be in writing.
 - (b) If any bidder does not provide clarifications of PSB's requested information within stipulated time set by the PSB, the bids of such bidder shall be rejected.

2. Clarification of Bids:

Information relating to the evaluation of bids, and recommendation for further process, shall not be disclosed to bidders or any other persons not officially concerned with such process until the Supply Order is made to successful lowest bidder.

1. Confidentiality:

C. Procedures for Evaluation of Applications

- (a) Bid Submission Form;
- (b) Documentary evidence establishing the Bid's eligibility;
- (c) Any other document required as specified in the Evaluation Criteria.

The Bid shall comprise the following:

3. Documents Comprising the Bids:

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4. Proof of previous experience for the last 03 years is attached. Minimum five work orders/performance certificates are also attached.
5. Income tax returns of the last three (03) years must be submitted to show the financial position of the firm (minimum return 10 million per year).
6. The technical bid should not contain the rate/price.
7. All those contractors / firm are eligible to apply who has prior 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 / services will also not be considered.
9. The firm should have not been black listed by any Government Department or Semi Government Department/Corporation in the past. The declaration made by the bidder towards non-blacklisting on judicial stamp paper should be enclosed with the Technical Bid.
10. The price quoted must include all taxes/duties, etc. All taxes will be deducted as per Government Rules.
11. The bidder will require depositing security money of Rs.1,000,000/- (refundable) in favor of Pakistan Sports Board in the shape of Pay Order/ Bank Draft which will be withheld of successful bidder till completion of the contract.
12. There shall be no compromise on the quality of food/grocery commodities and other essentials items supplied by the contractor and if any such incidence or food/grocery commodities and other essentials items adulteration is found, action deemed fit, including termination of the contract/black listing of the firm/forfeiting of the security money shall be taken by the Competent Authority and all the rules of Prevention of Food Adulteration Act (PFA Act) will apply.
13. In the event of any default, failure or negligence by the bidder in complying with the order to the complete satisfaction of the PSB, the PSB Authorities shall be entitled to impose penalty and the penalty amount shall be deducted from the security deposit/cancel the contract and the firm will be black-listed.
14. The contractor will not sub-let the contract failing which the security amount will be forfeited and contract will be cancelled.
15. Incomplete submitted bids will not be entertained.

16. The initial contract will be a period of One year which can be extended by the mutual understanding for another one year on existing terms & conditions. The Management of PSB reserves the right to terminate the contract at any time on One-month notice and the contractor will also give one-month notice in writing if he desires to leave the contract before the expiry of the contract.

17. Supply will be made by bidder on day-to-day basis. Supplier will supply the food / Grocery commodities and other essentials items to PSB Hostels at PSB (HQ) Islamabad, PSB Coaching Centers Lahore, Karachi, Quetta and Peshawar at his own risk and cost. All bill(s) shall be prepared by the Contractor on the basis of Supply Order. All bill(s) prepared shall be submitted by the Contractor, on the day the same accrue(s), to the A.D (Hostels) or any other person designated by it to receive bills on its behalf. Payments against the bill(s) shall be made by the PSB, up to two months.

18. The technical bids will be evaluated upon factors, methods, criteria, and requirements defined in Annex-III Evaluation Criteria. The bidders must incorporate the technical bid in senatim as per Annex-III.

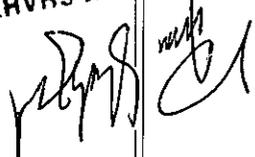
19. The Technical Proposals will be opened through EPADS as per advertisement. The Financial Proposals of the technical qualified bidders will also be opened through EPADS.

20. 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.

21. Rates will be quoted by firm on Performa enclosed at Annex-IV.

22. The Director General, PSB reserves the right to accept or reject any or all tenders in accordance with PPARA Rules.

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

Bid Submission Form

Date:

To: Director General,
Pakistan Sports Board,
Islamabad

We, the undersigned, apply to provide the services as 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 PSB 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 PSB 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:

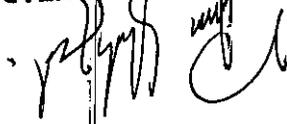
Address:

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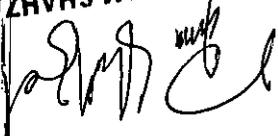
**TECHNICAL EVALUATION CRITERIA
MANDATORY REQUIREMENTS FOR BIDDERS**

S No.	Evaluation Grounds	Marks
Technical Evaluation		
A.	At least 03 years experience in supply of food/grocery commodities to Government / Autonomous / reputable private institutions Running supply order must be attached if any. (Satisfactory performance certificates / purchase orders (Attach five work orders / performance certificates).	20
B.	Supply Capacity: Ability to supply required quantities simultaneously to multiple locations (Attach proof)	10
C.	Storage Facility: Adequate hygienic storage arrangements (Attach proof)	10
D.	Transportation: Own or leased transport for timely delivery (Attach proof)	10
E.	Product Quality: Compliance with food safety & quality standards	10
F.	Declaration certificate towards non-blacklisting on judicial stamp paper	10
G.	Income tax returns of last 03 years (minimum 10 million per year)	10
H.	Audited Financial statement of last three years	10
I.	Bank Statements of last three years	10
	Total:	100
	Passing Marks:	70

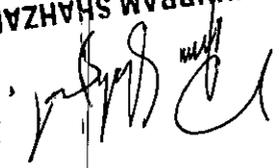
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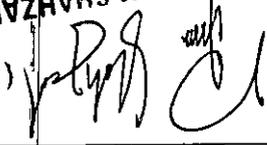
Sr.	Name of Item	Remarks
1.	میرچی کھینٹ ایک کلو	
2.	پیوف پٹی و ۱/۸ ایک کلو	
3.	پیوف پیور پٹی ایک کلو	
4.	پیوف قیمہ ایک کلو	
5.	مٹن ایک کلو	
6.	مٹن قیمہ ایک کلو	
7.	مچھلی (نورنگا) ایک کلو	
8.	مچھلی (سلاٹن) ایک کلو	
9.	پریچہ بڑی (ڈائن) ایک کلو	
10.	ریس (ڈائن) ایک پیکیٹ	
11.	پریچہ کرم (500) ایک پیکیٹ	
12.	پریچہ کرم (250) ایک پیکیٹ	
13.	جام (پیشانی) ایک بوتل 420 کلو	
14.	جام (مچھلی) ایک بوتل 420 کلو	
15.	فوجی کارن قلمی 250 کلو	
16.	فوجی کارن قلمی 500 کلو	
17.	فوجی قلم 250 کلو	
18.	سکھن (پلو) 200 کلو	
19.	سکھن (پور پور) 200 کلو	
20.	سکھن (ڈی) ایک کلو	
21.	پیشانی	
22.	پیشانی 1.5 لٹرز	
23.	اوپر ہودہ ایک لٹرز	
24.	اوپر ہودہ 1.5 لٹرز	
25.	پور پور ہودہ ایک لٹرز	
26.	پور پور ہودہ 1.5 لٹرز	
27.	جھلی ہودہ (پور پور) ایک کلو	
28.	جھلی ہودہ (اوپر) ایک کلو	
29.	200-ML (پلو) ایک کلو	
30.	200-ML (پلو) ایک کلو	
31.	ریس کیم (پلو) ایک کلو	
32.	کریم (ڈی) ایک کلو	
33.	ہودہ (ڈی) ایک کلو	
34.	پلو (ڈی) ایک کلو	
35.	پلو (پیشانی) 400 کلو	
36.	کریم (ڈی) ایک کلو	
37.	پلو ایک کلو	
38.	کریم ایک کلو	
39.	کریم ایک کلو	
40.	کریم ایک کلو	
41.	پلو ایک کلو	
42.	پلو ایک کلو	
43.	کریم ایک کلو 900 (پلو) ایک پیکیٹ	
44.	کریم ایک کلو 900 (پلو) ایک پیکیٹ	
45.	کریم ایک کلو 900 (پلو) ایک پیکیٹ	
46.	کریم ایک کلو 900 (پلو) ایک پیکیٹ	
47.	کریم ایک کلو 250 (پلو) ایک پیکیٹ	
48.	کریم ایک کلو	
49.	کریم ایک کلو	
50.	کریم ایک کلو	



107.	سویف ایکری کارو	
106.	میٹھی نانہ ایکری ایکری پیکری	
105.	سوکھی میٹھی ایکری پیکری	
104.	نانہ چینی 100 گرام	
103.	کالی مرچ 100 گرام	
102.	کالی مرچ 100 گرام	
101.	چلو 100 گرام	
100.	چلو 100 گرام	
99.	چلو 100 گرام	
98.	چلو 100 گرام	
97.	چلو 100 گرام	
96.	چلو 100 گرام	
95.	چلو 100 گرام	
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53.	چلو 100 گرام	
52.	چلو 100 گرام	
51.	چلو 100 گرام	

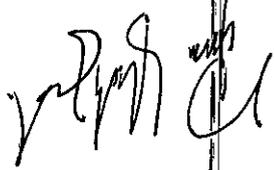

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164.	تھلی کوچنگ (بیشاپ) ایکری کرکٹ
163.	میکرو وی 400 گرام ایکری
162.	سپینٹس 450 گرام ایکری
161.	سوپر سٹیل (125 گرام ایکری)
160.	رائس فلور (300 گرام ایکری)
159.	کارن فلور (250 گرام ایکری)
158.	کارن فلور (250 گرام ایکری)
157.	کارن مکس (150 گرام ایکری)
156.	چٹائی (85 گرام ایکری)
155.	کھڑک (275 گرام ایکری)
154.	فرنی (150 گرام ایکری)
153.	وائٹ فورم مصالحہ (تھ)
152.	چاٹ مصالحہ (تھ)
151.	تھ مصالحہ (50 گرام ایکری)
150.	تھ مصالحہ ایکری
149.	تھ مصالحہ ایکری
148.	تھ مصالحہ ایکری
147.	تھ مصالحہ ایکری
146.	تھ مصالحہ ایکری
145.	تھ مصالحہ ایکری (55 گرام)
144.	تھ مصالحہ ایکری
143.	تھ مصالحہ ایکری (55 گرام)
142.	تھ مصالحہ ایکری
141.	تھ مصالحہ ایکری (50 گرام)
140.	چکن پائوڈر ایکری
139.	اچار (تھ مصالحہ ایکری)
138.	اچار (بیشاپ) ایکری
137.	2840 گرام (تھ) ایکری
136.	ماریچر ایکری
135.	کریں چکن سٹیکس 800 ملی لیٹر بوتل
134.	تھلی سٹیکس 800 ملی لیٹر بوتل
133.	چکن سٹیکس 800 ملی لیٹر بوتل
132.	وسٹل سٹیکس 800 ملی لیٹر بوتل
131.	سوپر سٹیکس 800 ملی لیٹر بوتل
130.	سٹیکس 800 ملی لیٹر بوتل
129.	کھڑک بوتل
128.	تھ مصالحہ ایکری
127.	اچار ایکری
126.	اچار ایکری
125.	اچار ایکری
124.	زردہ رنگی سٹیکس
123.	تھ مصالحہ ایکری
122.	تھ مصالحہ ایکری
121.	تھ مصالحہ ایکری (500 گرام)
120.	تھ مصالحہ ایکری
119.	تھ مصالحہ ایکری
118.	تھ مصالحہ ایکری (100 گرام)
117.	تھ مصالحہ ایکری
116.	اچار ایکری
115.	تھ مصالحہ ایکری
114.	کھڑک بوتل
113.	کریں تھ مصالحہ ایکری
112.	کریں تھ مصالحہ ایکری
111.	تھ مصالحہ ایکری
110.	تھ مصالحہ ایکری
109.	تھ مصالحہ ایکری
108.	تھ مصالحہ ایکری (100 گرام)



219.	ایئر ایکریٹو	
218.	ایگور (گولڈ) ایکریٹو	
217.	ایگور (سینر جونیئر) ایکریٹو	
216.	ایگور ایکریٹو	
215.	ایگور (ایئر) ایکریٹو	
214.	ایگور (ایئر) ایکریٹو	
213.	ایگور (ایئر) ایکریٹو	
212.	ایگور (ایئر) ایکریٹو	
211.	ایگور (ایئر) ایکریٹو	
210.	ایگور (ایئر) ایکریٹو	
گولڈ		
209.	ایگور ایکریٹو	
208.	ایگور ایکریٹو	
207.	ایگور ایکریٹو	
206.	ایگور ایکریٹو	
205.	ایگور ایکریٹو	
204.	ایگور ایکریٹو	
203.	ایگور ایکریٹو	
202.	ایگور ایکریٹو	
201.	ایگور ایکریٹو	
200.	ایگور ایکریٹو	
199.	ایگور (ایئر) ایکریٹو	
198.	ایگور ایکریٹو	
197.	ایگور ایکریٹو	
196.	ایگور ایکریٹو	
195.	ایگور ایکریٹو	
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188.	ایگور ایکریٹو	
187.	ایگور ایکریٹو	
186.	ایگور ایکریٹو	
185.	ایگور ایکریٹو	
184.	ایگور ایکریٹو	
183.	ایگور ایکریٹو	
182.	ایگور ایکریٹو	
181.	ایگور ایکریٹو	
180.	ایگور ایکریٹو	
179.	ایگور ایکریٹو	
سینر		
178.	ایگور ایکریٹو (سینر)	
177.	ایگور ایکریٹو	
176.	ایگور ایکریٹو	
175.	ایگور ایکریٹو (ایئر)	
174.	ایگور ایکریٹو	
173.	ایگور ایکریٹو	
172.	ایگور ایکریٹو (ایئر)	
171.	ایگور ایکریٹو	
170.	ایگور ایکریٹو	
169.	ایگور ایکریٹو	
168.	ایگور ایکریٹو	
167.	ایگور ایکریٹو	
166.	ایگور ایکریٹو	
165.	ایگور ایکریٹو	

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220.	سٹائری ایسی کار	
221.	جربوز ایسی کار	
222.	ٹریبون ایسی کار	
223.	امروہ ایسی کار	
224.	گرم ایسی کار	
225.	پائن ایسی کار	
226.	ایرو ایسی کار	
227.	آلو بھان ایسی کار	
228.	ایچی ایسی کار	
229.	ٹریٹن فرورٹ ایسی کار	
230.	کوری ایسی کار	