



COMSATS Institute of Information Technology, Lahore
Purchase Section

Case # 1285

Date: January 16, 2015

BoQs for Printing of Stage Backdrop with fitting for GFIF Conference 2015 at Crystal Hall Pearl Continental (PC) Mall Road Lahore on 09.03.2015, CIIT Lahore

Sr.#	Item Name	Specification	Qty	Prices should be quoted inclusive of all taxes	
				Unit Price (Rs)	Total Price (Rs)
1	Backdrop with Stand	Back drop Flex, designing, printing, Star Korean Quality, 20 x 8 Including fitting at venue	01 No		

Signature & Stamp of the Bidder

TERMS AND CONDITIONS

[All pages (BoQs & Terms & Conditions) are mandatory to be signed / stamped, failing which the bid may be rejected.]

1. Any addition, deletion or modification of any clause of the procurement terms & conditions of CIIT by any vendor will not be acceptable and may lead to rejection of the bid.
2. Part / Advance payments is not allowed.
3. The exact completion / fitting date will be **09.03.2015** at **Crystal Hall Pearl Continental Hotel (PC) Lahore**. The handing over / completion time for this contract is of critical importance.
4. Your bid proposal should be inclusive of freight and all taxes delivered at **Crystal Hall Pearl Continental Hotel (PC) Lahore**.
5. The quotation should be submitted in a sealed envelope.

The envelope shall bear the word **“CONFIDENTIAL”** and the identification **“Printing of Stage Backdrop with fitting for GFIF Conference 2015 at Crystal Hall Pearl Continental (PC) Mall Road Lahore on 09.03.2015, CIIT Lahore**

6. ”, and should be marked as under;
Manager Purchase
COMSATS Institute of Information Technology, Lahore Campus
Defence Road, Off Raiwind Road, Lahore.
Tel: 042-111-001-007, Ext: 875
7. Payment will be made on submission of Invoice in the name of “COMSATS Institute of Information Technology, Lahore Campus” with a copy of delivery challan (s) after the complete order has been supplied, inspected and accepted which includes delivery and installation, and COMSATS Lahore acceptance / inspection thereof.
8. All prices should be quoted on F.O.R (Pak Rupees).
9. If the vendors fail to deliver the firm in time then the vendor will be charged penalty as under:-
 - a. 1% per day of the invoice price for 5 working days.
 - b. 2% per day of the invoice price for further 5 working days.
 - c. If the vendor fail to deliver the items during the extended then the supply order may be cancelled.

Signature of Contractor with Stamp

10. The bid should be submitted in a sealed and stamped envelope up to **January 21, 2015 before 14:00 PM.**

11. I / We

- **Company / Vendor Name:**.....
- **Postal Address:**.....
- **Tel. / Mobile:**.....**Email:**.....
- **NTN # :**.....**GST#:**.....

the undersigned certify that the terms and conditions as contained in the documents vise, “ Terms and Conditions for Tender Notice of COMSATS Institute of Information Technology, Lahore are accepted and that in the event

Signature of Contractor with Stamp