



# **COMSATS University Islamabad, Lahore Campus**

## **Purchase Section**

Date: August 17, 2018

Case #2461

### **BoQs of Mattress Covers for Girls Hostel, COMSATS University Islamabad, Lahore Campus**

Sr. #	No change in the BoQs (Specs & Qty.) of CUI-LHR, as detailed below, is allowed. Any additional information may be mentioned in the blank columns (i.e. model / brand or Price). Any modification in CUI-LHR BoQ may lead to rejection of bid (fully or partially).		Rate to be quoted Inclusive of all (applicable) Taxes		
	Item Name & Specification	Qty.	Quoted Model / Brand	Unit Price (Rs.)	Total Price (Rs.)
1	<b><u>Mattress Covers</u></b> Size: 78 inch x 39 inch x 5 inch Cloth type: Cotton polyester or equivalent Fine quality Stitching, Over lock, Zip Drive.  <b><u>As per sample (Cloth, Stitching etc.) available at CIIT-Lahore</u></b>	110	Nos.		

### **Special Terms and conditions:**

- Bidders are requested to kindly visit the CUI Lahore Campus and inspect the sample of Mattress cover to avoid from quality / specifications issues.
- The lowest bidder is required to provide the Sample of cloth as well as stitching before to bulk supply.
- If the sample of lowest bidder is not according to specification, the order shall be awarded to 2<sup>nd</sup> lowest bidder.
- Please submit the bid on COMSATS University Islamabad, Lahore Campus prescribed BoQs and clearly mention the quoted model / brand, otherwise your bid (s) may be rejected.
- Multiple rates of an item may lead to the rejection of bid / item.
- Purchase / work order shall be awarded on item wise basis.

**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.]**

- Any addition, deletion or modification of any clause of the procurement terms & conditions of COMSATS University Islamabad, Lahore Campus by any vendor will not be acceptable and may lead to rejection of the bid.**
- Part / Advance payments is not allowed.

**Signature of Contractor with Stamp**

- 3. The exact completion / delivery time from the date of the purchase / work order will be **10 days**. 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 COMSATS University Islamabad, Lahore Campus’s premises.
- 5. The quotation should be submitted in a sealed envelope.
- 6. The envelope shall also bear the word **“CONFIDENTIAL”** and the title of procurement of **“Mattress Covers for Girls Hostel”**.

**Secretary Purchase Committee**  
**COMSATS University Islamabad, 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 University Islamabad, 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) and **valid for at least 40 days**.
- 9. In case of any dispute or grievance, the matter shall be addressed as per PPRA rules.
- 10. If the vendor fails to deliver the goods / services to COMSATS University Islamabad, Lahore Campus in time then the penalty will be charged 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 fails to deliver the goods / services during the extended period then the purchase / work order may be cancelled.
- 11. The bid should be submitted in a sealed and stamped envelope up to **August 29, 2018 before 1400 Hrs** and will be opened on the same date at **1430 hrs** in the presence of available bidders.
- 12. The COMSATS University Islamabad, Lahore Campus reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
- 13. The undersigned affirm that the terms and conditions as contained in this document have been read and accepted and that in the event of selection of my/our rate the agreement in the prescribed form will be entered into:

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

**Signature of Contractor with Stamp**