

**COMSATS University Islamabad, Lahore Campus****Purchase Section**

Date: December 30, 2019

Case # 2925

BoQs of Laptop Computer for Dr. Muhammad Zubair, Department of Mathematics, CUI-Lahore Campus

Vendors are required to provide both unit and total price of each item and calculations must be made carefully to avoid mistakes. However, in case, total price does not match with the unit price and quantity due to calculation error or typo error, any of the following can be opted

1. The bid may be rejected on the reason of ambiguity (OR)
2. Unit price will be considered as final and total price of the respective item will be calculated by multiplying it with the quantity required. Sub-totals and grand total will also be corrected accordingly

Sr. #	Item Name & Specification	Qty.	Rate to be quoted Inclusive of all (applicable) Taxes		
			Quoted Model / Brand	Unit Price (Rs.)	Total Price (Rs.)
01	<p><u>Laptop Computer (Core i5)</u> HP Envy 13 or equivalent Processor: 8th Generation Intel® Core™ i5-8265U Processor (3.9 GHz, 6 MB cache, 4 core) Memory: 8 GB (built in) DDR4-2400 SDRAM; Hard Drive: 1TB (built-in) 5400 rpm SATA Hard Drive Backlit Keyboard Graphics Card: NVIDIA® GeForce® MX250 (2 GB GDDR5) Ports: 1 HDMI v1.4a, 2 USB 3.0, 1 USB 2.0 1 Noble lock slot Media Card Reader: 1 SD card (SD, SDHC, SDXC) Primary Battery: 4-Cell Battery (Integrated) Wireless: Intel® 802.11b/g/n/ac (1x1) Wi-Fi® and Bluetooth® 5 Combo (MU-MIMO supported) Audio and Speakers: 2 tuned speakers with Waves MaxxAudio® Pro, 1 combo headphone / microphone jack Or equivalent</p>	1	No.		

Bid Evaluation Criteria

All bids shall be evaluated in accordance with the following evaluation criteria and other terms & conditions set forth in this bidding document.

- The bids shall be evaluated to strictly ensure that the quoted brand/ model meet all the BoQ/ specification requirements given in the tender document for each item.

Signature of Contractor with Stamp

- In addition to the BoQ requirements, vendors must meet the vendor qualification criteria /company profile requirements (if any), as set forth in this tender document.
- Supporting literature of the quoted model must be attached for verification & technical evaluation of the required specification by the technical committee. In case of any clash is found between the quoted model and the supported literature may lead to rejection of bid.

Special Terms and conditions;

- **Please submit the bid on COMSATS University Islamabad, Lahore Campus's prescribed BoQs and clearly mention the quoted model / brands with complete terms and conditions signed, stamped, otherwise your bid (s) may be rejected.**
- **If the product offered by vendor, failed to meet the specifications / standards mentioned in the BOQ, it will be rejected straightaway no further consideration will be given. Also, if the offered product has better specifications than the requirement of BOQ it will be accepted.**
- Multiple rates of an item may also lead to the rejection of bid / item.
- Purchase / work order shall be awarded on **item wise** basis.

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 COMSATS University Islamabad, Lahore Campus 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 / delivery time from the date of the purchase / work order will be **07 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 **"Laptop Computer for Dr. Muhammad Zubair, Department of Mathematics, CUI-Lahore Campus"**.

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.

Signature of Contractor with Stamp

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 (CUI), Lahore Campus within the given deadline, any of the following can be opted by CUI Lahore campus on the recommendation of the end user and approval of the authority;**
 - a. An extension in the delivery period may be granted in case a valid reason/justification with necessary documentary evidence is provided by the vendor supporting the reason for delay.
 - b. A penalty upto 10% of the invoice value may be charged.
 - c. Purchase order may be cancelled along with confiscation of earnest money if the vendor fails to deliver the goods / services after the initial or extended delivery time, as the case may be.
11. The bid should be submitted in a sealed and stamped envelope up to **January 01, 2020 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