



**COMSATS Institute of Information Technology, Lahore**  
**Purchase Section**

Case # 1043

Date: May 23, 2014

**BoQs of Study Tables for Girls Hostel, CIIT-Lahore**

Sr. #	Item Name & Specification	Qty.		Rate to be quoted Inclusive of all (applicable) Taxes	
				Unit Price (Rs.)	Total Price (Rs.)
1	<b><u>Study Table</u></b> Made of 1” sq pipe 18 gauge, Textured Formica Top Two Drawers at right side Size 3 ft x 2 ft x 2.5 ft.  (as per sample available at Girls Hostel)	10	Nos.		

**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.]**

- Part / Advance payments is not allowed.
- The exact completion / delivery time from the date of the purchase / work order will be **20 days**. The handing over / completion time for this contract is of critical importance.
- Your bid proposal should be inclusive of freight and all taxes delivered at COMSATS Institute of Information Technology, Lahore Campus’s premises.
- The quotation should be submitted in a sealed envelope.
- The envelope shall bear the word **“CONFIDENTIAL”** and the identification **“Study Tables for Girls Hostel”**, and should be marked as under;

**Secretary Purchase Committee**

**COMSATS Institute of Information Technology, Lahore Campus**

**Defence Road, Off Raiwind Road, Lahore.**

**Tel: 042-111-001-007, Ext: 875**

- 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.
- All prices should be quoted on F.O.R (Pak Rupees).
- If the vendors fail to deliver the firm in time then the vendor will be charged penalty as under:-
  - 1% per day of the invoice price for 5 working days.
  - 2% per day of the invoice price for further 5 working days.
  - If the vendor fail to deliver the items during the extended then the supply order will be cancelled.
- The bid should be submitted in a sealed and stamped envelope up to **May 27, 2014 before 10:30 AM**.
- I/We ..... the undersigned certify that the terms and conditions as contained in the documents Viz, “ Terms and Conditions for quotation Notice of COMSATS Institute of Information Technology, Lahore are accepted and that in the event of selection of my/our rate the agreement in the prescribed form will be entered into.

**Signature of Contractor with Stamp**