



COMSATS Institute of Information Technology, Lahore
Purchase Section

Case # 1115

Date: August 21, 2014

BoQs of Workstations for Junior Faculty Rooms in Faculty Block, CIIT Lahore

Sr. #	Item	Specifications	Qty.		Rate to be quoted Inclusive of all Taxes	
					Unit Price (Rs.)	Total Price (Rs.)
1	Workstations for Junior Faculty	Size in MM: 2100x550x1050 Two Persons channel workstations with CPU platform on right vanities, key board tray, wireup, KD fitting, PVC lipping, imported hardware & softboard in approved color	02	Nos		
2	Staff Chairs	Medium back Imported computer chair with 5-star wheel base, PP arms and imported hydrolic with 1-quality foam and approved project fabric	4	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.]

1. Part / Advance payments is not allowed.
2. 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.
3. Your bid proposal should be inclusive of freight and all taxes delivered at COMSATS Institute of Information Technology, Lahore Campus's premises.
4. The quotation should be submitted in a sealed envelope.
5. The envelope shall bear the word "**CONFIDENTIAL**" and the identification "**Workstations for Junior Faculty Rooms in Faculty Block, CIIT Lahore**", 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
6. 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.
7. All prices should be quoted on F.O.R (Pak Rupees).
8. 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.

Signature of Contractor with Stamp

- 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 will be cancelled.
- 9. The bid should be submitted in a sealed and stamped envelope up to **August 26, 2014 before 10:30 AM.**
- 10. 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