



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

Date: July 07, 2017

Case # 2099

**BoQs of Bio Metric Device for A-Block, Chemical and Gate-3, CIIT-Lahore**

*Technical Portion (Please mention the quoted model/ brand in technical portion with no mention of price otherwise the bid will be rejected)*

Sr .#	No change in the BoQs (Specs & Qty.) of CIIT, as detailed below, is allowed. Any additional information may be mentioned in the blank columns (i.e. model / brand or Price). Any modification in CIIT's BoQ may lead to rejection of bid (fully or partially).	Quantity		Quoted Model Brand with meeting the all specifications
1	<b><u>Thumb Scanner</u></b> <b>Digital Persona U.are.U4500 or Equivalent</b> <b>Resolution: 512 dpi.</b> <b>Captured Area (Platen Size): 15*18mm.</b> <b>Sensor Type: Optical.</b> <b>Illumination: Blue LEDs.</b> <b>Operating Temperature: 0C ~ +40C.</b> <b>Operating Humidity: 20 – 80% non-condensing.</b> <b>Warranty: <u>One month warranty</u></b>	03	Nos.	

*Financial Portion (Price and Brand/Model to be mention only in Financial Proposal in a separate sealed envelope)*

Sr.#	No change in the BoQs (Specs & Qty.) of CIIT, as detailed below, is allowed. Any additional information may be mentioned in the blank columns (i.e. model / brand or Price). Any modification in CIIT's BoQ may lead to rejection of bid (fully or partially).	Qty.		Rate to be quoted Inclusive of all (applicable) Taxes		
				Quoted Model / Brand	Unit Price (Rs.)	Total Price (Rs.)
1	<b><u>Thumb Scanner</u></b> <b>Digital Persona U.are.U4500 or Equivalent</b> <b>Resolution: 512 dpi.</b> <b>Captured Area (Platen Size): 15*18mm.</b> <b>Sensor Type: Optical.</b> <b>Illumination: Blue LEDs.</b> <b>Operating Temperature: 0C ~ +40C.</b> <b>Operating Humidity: 20 – 80% non-condensing.</b> <b>Warranty: <u>One month warranty</u></b>	Nos.	03			

**Note:**

- Please quote the rates on CIIT-Lahore BoQs and clearly mention the quoted model / brand, otherwise your bid / items may be rejected.

Signature of Contractor with Stamp

- Purchase / Work order will be awarded on item wise basis.
- Multiple prices of an item may lead to rejection of the item / bid.

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. **COMSATS Institute of Information Technology, Lahore Campus, will follow the PPRA rule of single stage two envelope procedure;**
  - i. The bid shall comprise a single package containing **two separate envelopes**. Each envelope shall contain separately the **financial proposal** and the **technical proposal**;
  - ii. The envelopes shall be marked as **“FINANCIAL PROPOSAL”** and **“TECHNICAL PROPOSAL”** in bold and legible letters to avoid confusion;
  - iii. Initially, only the envelope marked **“TECHNICAL PROPOSAL”** shall be opened;
  - iv. The envelope marked as **“FINANCIAL PROPOSAL”** shall be retained in the custody of the procuring agency without being opened;
  - v. The procuring agency shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements;
  - vi. During the technical evaluation no **amendments** in the technical proposal shall be permitted;
  - vii. The financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
  - viii. After the evaluation and approval of the technical proposal the procuring agency, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically nonresponsive shall be returned un-opened to the respective bidders;
  - ix. The bid found to be the lowest evaluated bid shall be accepted.
3. Part / Advance payments is not allowed.
4. The exact completion / delivery time from the date of the purchase / work order will be **15 days**. The handing over / completion time for this contract is of critical importance.
5. Your bid proposal should be inclusive of freight and all taxes delivered at COMSATS Institute of Information Technology, Lahore Campus's premises.
6. The quotation should be submitted in a sealed envelope.
7. The envelope shall also bear the word **“CONFIDENTIAL”** and the title of procurement of **“Bio Metric”**

**Device for A-Block, Chemical and Gate-3”.**

Secretary Purchase Committee

COMSATS Institute of Information Technology, Lahore Campus

Defence Road, Off Raiwind Road, Lahore.

Signature of Contractor with Stamp

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

- 8. 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.
- 9. All prices should be quoted on F.O.R (Pak Rupees) and **valid for at least 60 days**.
- 10. If the vendor fails to deliver the goods / services to CIIT-Lahore 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 **July 12, 2017 before 1400 Hrs** and will be opened on the same date at **1430 hrs** in the presence of available bidders.
- 12. 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**