



COMSATS Institute of Information Technology, Lahore
Purchase Section

Date: April 05, 2018

Case # 2318

BoQs of Repair and Maintenance of UPS (APC 20 KVA) for Data Center, CIIT-Lahore

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).	Rate to be quoted Inclusive of all (applicable) Taxes				
		Item Name & Specification	Qty.		Quoted Model / Brand	Unit Price (Rs.)
1	Repair and Maintenance of UPS Make : APC Model: SUVT20 KVA Provide detail of Job (s): To be filled by Vendor) 1. 2. 3. 4. 5. 6. (attach separate sheet if needed)	01	Job			

Special Terms and conditions;

1. **Quotations are requested from APC Authorized service provider for the repair of UPS.**
2. **The interested parties are requested to visit the Data Center, CIIT-Lahore Campus to check / diagnose the problem before to quoting prices.**
3. **After inspection, vendors are required to provide detail of services to be provided and / or change of any faulty part to be replaced, at the space provided in the BoQ.**
4. **In case of faulty part, the part will be replaced with new, old, used and refurbish parts will not be accepted.**
5. **The vendor will be bound to provide the faulty part that has been replace.**
6. **The UPS should be in proper working condition in all aspects and if fault arises within one month of the repair the company will be bound to provide free of cost repair services.**
7. Please submit the bid on CIIT-Lahore prescribed BoQs, otherwise your bid (s) may be rejected.
8. Multiple rates of an item may lead to the rejection of bid / item.

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.]****Signature of Contractor with Stamp**

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. 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 Institute of Information Technology, 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 **“Repair and Maintenance of UPS (APC 20 KVA) for Data Center”**.

Secretary Purchase Committee
COMSATS Institute of Information Technology, 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 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.
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 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 **April 11, 2018 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