



COMSATS Institute of Information Technology  
Lahore Campus, Defence Road, Off Raiwind Road, Lahore

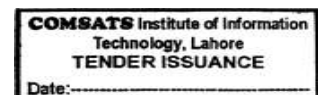
Tender No. CIIT-TN-13-15-615  
Case # 1613

**TERMS AND CONDITIONS**

**[All pages (BoQs & Terms & Conditions) are mandatory to be signed / stamped, failing which the bid may be rejected.]**

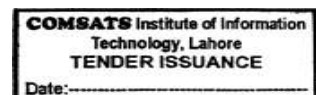
1. *Any addition, deletion or modification of any clause of the procurement terms & conditions of CIIT by any vendor will not be acceptable and may lead to rejection of the bid.*
2. *Only registered Suppliers, who are on Active Taxpayers List (ATL) of FBR, are eligible to participate in tender.*
3. The contract will be executed and handed over in satisfactory conditions up to the entire satisfaction of COMSATS Institute of Information Technology, Lahore Campus.
4. Documents along with Pay Order / Demand Draft amounting to **Rs. 500/-** as a tender documents fee (Non-Refundable) shall be submitted in favor of COMSATS Institute of Information Technology, Lahore to the address given below. No bid will be accepted without tender documents' fee
5. Part / Advance payments is not allowed.
6. The exact completion/delivery time from the date of the purchase / work order will be **30 days**. The handing over / completion time for this contract is of critical importance.
7. Your bid proposal should be inclusive of freight and all other taxes delivered at COMSATS Institute of Information Technology, Lahore Campus's premises.
8. After opening of bids, COMSATS Institute of Information Technology, Lahore Campus will examine the bids for completeness as per tender document.
9. Purchase order (s) will be awarded to the lowest or technically recommended bidder (s) on the basis of item wise / subtotal wise / grand total wise according to the nature of BoQs.
10. Bidders cannot challenge the finding of the evaluation or ask for reason of disqualification.
11. The bid should be submitted in a sealed envelope up to **December 09, 2015** on or before **1400 hrs** and will be opened on the same date **at 1430 hrs** in the presence of available bidders.
12. The envelope 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
13. The envelope shall also bear the word "**CONFIDENTIAL**" and following identification quotation of "**Furniture, Air Curtain, Refrigerator and Electrical Items for IRCBM Lab**".
14. The bid form (BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.
15. **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.

**Signature & Stamp of Bidder**



- c. If the vendor fails to deliver the goods / services during the extended period then the purchase / work order may be cancelled, earnest money and payment may be forfeited.
- 16. If the delivered goods / services are not according to the required quality standards / specifications, the same shall be liable to be rejected after inspection. The vendor would be required to supply as per requirements mentioned in our BoQs, otherwise the purchase / work order will be cancelled after due date with confiscation of earnest money.
- 17. Deduction of Income Tax and any other tax will be deducted at source according to Government prevailing rules.
- 18. 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 / installation, and COMSATS acceptance / inspection thereof.
- 19. All prices should be quoted on F.O.R (Pak Rupees).
- 20. All prices should be valid for at least **60 days**. Withdrawal or any modification of the original offer within the validity period shall entitle CIIT to forfeit the earnest money in favor of the CIIT and / or put a ban on such vendor participation in CIIT tenders / works.
- 21. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
- 22. 05% of the total value of the Invoice will be retained as security by COMSATS Institute of Information Technology, Lahore Campus, and will be released after One Year, from the date of delivery / completion of work / supply.**
- 23. In case of any dispute, decision of the Director, CIIT will be final and binding upon the parties.
- 24. The CIIT reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
- 25. The bidder is required to furnish in form of Bank deposit / CDR / Pay order equivalent to 2% of the total Bid price as Earnest Money crossed in favor of “COMSATS Institute of Information Technology, Lahore Campus”. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal.**
- 26. COMSATS Institute of Information Technology, Lahore Campus reserves the rights to accept or reject the bid if;
  - i. Received without earnest money
  - ii. Received later than the date and time fixed for tender submission
  - iii. The tender is unsigned/ unstamped
  - iv. The offer is ambiguous
  - v. The offer is conditional
  - vi. Offer is made by the unauthorized agent/ supplier of the original equipment manufacturer.
  - vii. The offer is from a firm, which is black listed by any Govt. Office.
  - viii. The offer is received by telephone/telex/fax/telegram.
  - ix. Any unsigned / ambiguous erasing, cutting / overwriting etc. is made.
- 27. The bidder should furnish a certificate as worded below in token of acceptance of all the terms and conditions of the tender. Otherwise the tender will not be considered under any circumstances.
- 28. I / We
  - **Company / Vendor Name:**.....
  - **Postal Address:**.....
  - **Tel. / Mobile:**.....**Email:**.....

Signature & Stamp of Bidder




- NTN # :.....GST#:.....
- Please also attach the Certificate supporting being Active Taxpayer as per requirement of FBR.
- The undersigned certify that the terms and conditions as contained in the documents vise, “ Terms and Conditions for Tender 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.

**BoQ for Furniture, Air Curtain, Refrigerator and Electrical Items for IRCBM Lab, CIIT-Lahore**

Sr. #	Details/Specifications	Qty		Quoted Brand/	Rates to be quoted inclusive of all (applicable) taxes	
					Unit Price (Rs)	Total Price (Rs)
1	<b><u>Stabilizer with Servo Motor</u></b> Purpose Automatic voltage stabilizer Input 130-260V Delay timer Minimum 5 seconds Output 110/220V <b><u>Power 2KVA</u></b> Warranty Minimum period of 1 year Other Pure sine wave with servo motor and high efficiency	2	Nos.			
2	<b><u>Desktop Fridge</u></b> Purpose To store and preserve chemicals at low temperature.. Dimensions Minimum H/W/D 501x500x515mm Power 220v Temperature range 5-20°C Other features UV protection glass door Warranty Minimum period of 1 year Supporting Documents Original Technical literature in English is required and must not contain any technical information which comes into conflict with the information in this BoQ	1	Nos.			
3	<b><u>Air Curtain</u></b> Purpose Device used to prevent air or contaminants from moving from one open space to another and continuous broad stream of air circulated across a doorway of a conditioned space.. Dimensions H/W/D 900/255/225mm Fan Selectable fan speed Deflector Adjustable according to quiet operation) Nozzle Velocity 20 m/s Warranty	1	Nos.			

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	Minimum period of 1 year Supporting Documents Original Technical literature in English is required and must not contain any technical information which comes into conflict with the information in this BoQ					
<b>Furniture Items (Turn-key Basis)</b>						
4	<b>Lab Table # 01</b> Wooden Table, Size 30"x36"x48" with 2 Drawers & 2 lockers (Made of Lamination with color approved by End User) Reference design (including color reference) is available at IRCBM for inspection.	2	Nos.			
5	<b>Lab Table # 02</b> Wooden Laminated top (color approved by End User), Size 30"x66"x40" without Drawers. With metallic frame - 16 guage MS Sheet. Reference design (including color reference) is available at IRCBM for inspection.	2	Nos.			
6	<b>Lab Table #03</b> Wooden Table, Size 30"x72"x36" without Drawers, back closed, (Made of Lamination with color approved by End User). Reference design (including color reference) is available at IRCBM for inspection.	1	Nos.			
7	<b>Lab Table # 04</b> Wooden Table, Size 30"x48"x24" with 2 Drawers & with 2 lockers, (Made of Lamination with color approved by End User). Reference design (including color reference) is available at IRCBM for inspection.	1	Nos.			
8	<b>Lab Table # 05</b> Wooden Table, Size 30"x72"x24" with 2 Drawers & with 2 lockers, (Made of Lamination with color approved by End User). Reference design (including color reference) is available at IRCBM for inspection.	1	Nos.			
9	<b>Laboratory Chairs</b> Diameter (English) Base 24 inch Diameter (English) Seat 17.5 inch Adjustable (Height) Yes For Use With (Application) Laboratory use Lift Type Pneumatic Seating Form High-Form Seating Height Bench Height Stool/chair Base With Wheels Thickness (English) Seat 3 inch  	8	Nos.			
<b>Grand Total Amount (Rs.) of Furniture Items (Sr. 4-9)</b>						
<b>Electrical Items (Turn-key Basis)</b>						

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10	PC concrete Pole HT 36" (as per WAPDA standards)	Local	2	Nos.			
11	Channel 6' length and 3" width for pole extension	Local	2	Nos.			
12	Steel Cross Arm for HT Line (as per WAPDA standerds)	Local	5	Nos.			
13	Disk Insulator (as per WAPDA standerds)	EMCO or equivalent	16	Nos.			
14	Pin Insulator with pins for steel cross arm (as per WAPDA standerds)	EMCO or equivalent	6	Nos.			
15	Nut & Bolt 9", 5"	Local	8	Nos.			
16	Nut & Bolt 14", 5"	Local	4	Nos.			
17	D Shackle insulator complete (as per WAPDA standerds)	EMCO or equivalent	12	Nos.			
18	Conductor Wasp (as per WAPDA standerds)	Local	350	Meter			
19	Cable 16mm 4-core Copper conductor having good insulation.	Pakistan or equivalent	125	Meter			
20	Cable 7/0.29 single core Copper (1Coil = 90 meter)	GM or equivalent	4	Coil			
21	Cable 3/0.29 single core Copper (1Coil = 90 meter)	GM or equivalent	4	Coil			
22	Steel Nail 1" (1/2 KG Box)	Local	2	Box			
23	Screw 3/4" (100 Pcs. Box)	Local	2	Box			
24	PVC Duct 16mm x 25mm	Adamjee or equivalent	20	Length			
25	Multi Light Plug with box	KM or equivalent	35	Nos			
26	Exhaust Fan 12" (plastic body)	PAK or equivalent	2	Nos.			
27	Ceiling fans 56" copper winding	PAK or equivalent	3	Nos			
28	Energy saver 23 Watt Cool DayLight I = 165mA lumens 66 lm/watt with E-27 Big base holder <u>With one year replacement warranty</u>	Phillips or equivalent	40	Nos			

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29	Insulation Tape	Osaka or equivalent	4	Nos			
30	D.B Box size 12" x 18" open type water proof 16 SWG with Main Breaker 63 Amp (legrand or equivalent) 3-pole MCCB 01 No, sub breaker 16 Amp single pole (Legrand or equivalent) 9 No, 20 Amp single pole (Legrand or equivalent) 6 Nos, neutral & earth bar and neon indication lights,D.B door must be key lock with internal D.B wiring complete with all respect.	Legrand (Genuine) or equivalent	2	Nos.			
31	Providing services for earthing including cost of 4" dia bore estimated depth 130 Rft or up to water level, lower GI pipe 2" diameter with accessories with copper conductor 50 mm sq., copper rod 20mm diameter and 10' long, including cost of earth powder (earthing Chemical), Kalmi-Shora (potassium Nitrate) etc. complete in all respect and as per entire satisfaction of Engineer In Charge. Note: required value of Earthing 1-3 ohm.		1	Job			
32	Providing services for excavation of trench for laying cables having size 1' – 6" wide 2' – 6" deep, including cost of providing and filling 6" thick sand filling, including cost of back filling, with excavated earth, dressing, compacting etc. complete in all respect and as per entire satisfaction of Engineer In Charge.		50	Rft			
33	Labour for digging for pole erection size 1' x 1' x 6'		2	Job			
<b>Grand Total Amount (Rs.) of Electrical Items (Sr. 10-33)</b>							
<b>Air Conditioner with Installation (Turn-key Basis)</b>							
34	<b><u>AC 2 Ton Inverter type (Cool only)</u></b> Compressor Mitsubishi or equivalent, Refrigerant R410a, Refrigerant Pipe Pure Grooved Copper, DC Inverter, Cooling Capacity 24000 BTU, Power Supply (Ph/V/Hz) 1,160~220,50, Current capacity (cooling) 2.5A to 8.5A, Low voltage operated, EER 3.71, COP 4.05, Auto restart after power failure, Type Split AC wall mounted.	Haier, PEL or equivalent	1	Nos.			

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	<b>Note: Three years Warranty of Compressor and One year Air Conditioner Unit and Installation Warranty is required against satisfactory working condition.</b>						
35	<b>Installation of Air Conditioner</b> MS Bracket for Outdoor 4.6mm thickness and paint on frame, unit with 3/4" dia PVC pipe (popular or equivalent) for drainage, Control wire flexible from indoor to outdoor as per required load, refrigerant copper pipe guage 22, 60mm x 60mm PVC duct (Adamjee or Equivalent) to cover insulated metal tubing between in-door and out-door units including the cost of carriage to site and fixing in position; lacquer spray on refrigerant copper pipe, all installation make with screws, complete in all respects and to the entire satisfaction of the engineer in charge. Note: 10 Rft refrigerant pipe including wire, drain pipe and PVC Duct will be provided with installation kit. Additional Refrigerant, Drain Pipe, Control wire and PVC Duct used if any will be separately charged.		1	Job			
<b>Grand Total Amount (Rs.) of Air Conditioner with Installation (Sr. 34-35)</b>							
<b>Optional Items (If required)</b>							
	Refrigerant Copper Pipe (if extra from 10 Feet)		RF T	1			
	Electric flexible control wire (if extra from 10 Feet)	GM or equivalent	RF T	1			
	Drain Pipe 3/4" dia PVC (if extra from 10 feet)	Popular or equivalent	RF T	1			
	PVC Duct 60mm x 60mm	Adamjee or equivalent	RF T	1			

Note:

**Instructions for Furniture Bidder (s)**

1. Reference Designs are available at IRCBM
2. Attached drawings are not to scale
3. Dimensions are in inches & approximate
4. Table # 3, 4 and 5 are to be placed closely together in a room at CIIT Lahore, the dimensions are for guidance only, exact measurements need to be taken on site to ensure these 3 tables fit properly with each other.

**General Instructions for all Bidders (s)**

**Signature & Stamp of Bidder**

- Purchase / work order (s) will be awarded of Sr. # 1-3 on **Item wise** basis and (Sr. #4-9), (Sr. # 10-33) and (Sr. 34-35) on **Turnkey Basis** .
- Please quote the rates on our BoQs and clearly mention the quoted model / brands, otherwise your bid / items may be rejected.

