



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

Tender No. CIIT-TN-13-17-956
Case # 2179

Title of Tender: **Furniture and Fixture for Labs of Pharmacy Department**

TERMS AND CONDITIONS

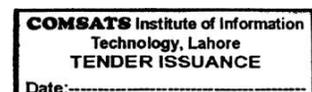
[All pages (BoQs & Terms & Conditions) are mandatory to be signed / stamped, failing which the bid may be rejected.]

1. *Any addition, deletion or modification of any clause of the procurement terms & conditions / BoQs 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. 1,000/-** 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. The bid proposal must be inclusive of freight and all other taxes to be delivered at CIIT-Lahore 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. The bid should be submitted in a sealed envelope up to **October 19, 2017** on or before **1400hrs** and will be opened on the same date **at 1430hrs** in the presence of available bidders.
11. 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

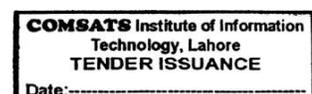
12. The envelope shall also bear the word **“CONFIDENTIAL”** and the Title of procurement of **“Furniture and Fixture for Labs of Pharmacy Department”**.
13. The bid form (BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.

Signature & Stamp of Bidder



- 14. If the vendor fails to deliver the goods / services to CIIT-Lahore in time then the penalty will be charged 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 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.
15. 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.
16. Deduction of Income Tax and any other tax will be deducted at source according to Government prevailing rules.
17. 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.
18. All prices should be quoted on F.O.R (Pak Rupees).
19. 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.
20. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
21. In case of any dispute or grievance, the matter shall be addressed as per PPRA rules.
22. The CIIT reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
- 23. 05% of the total value of the invoice will be retained as security by COMSATS Institute of Information Technology, Lahore Campus, and it will be released after six months, from the date of delivery / completion of work / supply.**
- 24. The bidder is required to furnish in form of Bank deposit / CDR 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.**
25. COMSATS Institute of Information Technology, Lahore Campus reserves the rights to accept or reject the bid if;
- Received without earnest money
 - Received later than the date and time fixed for tender submission
 - The tender is unsigned/ unstamped
 - The offer is ambiguous
 - The offer is conditional
 - Offer is made by the unauthorized agent/ supplier of the original equipment manufacturer.
 - The offer is from a firm, which is black listed by any Govt. Office.
 - The offer is received by telephone/telex/fax/telegram.
 - Any unsigned / ambiguous erasing, cutting / overwriting etc. is made.
26. 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.

Signature & Stamp of Bidder



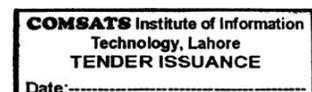
27. The undersigned affirm that the terms and conditions as contained in this document have been read and accepted and that in the event of selection of my/our rate the agreement in the prescribed form will be entered into:

- **Company / Vendor Name:**.....
- **Postal Address:**.....
- **Tel. / Mobile:**.....**Email:**.....
- **NTN# :**.....**GST#:**.....
- **Signature:**
- Please also attach the Certificate supporting being Active Taxpayer as per requirement of FBR.

BoQs of Furniture and Fixture for Labs of Pharmacy Department, 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).	Qty.		Quoted Model / Brand	Rate to be quoted Inclusive of all (applicable) Taxes	
					Unit Price (Rs.)	Total Price (Rs.)
A.	Furniture for Labs (Turnkey Basis)					
1	<p>Laboratory Table Providing and fixing of <u>Laboratory Table 12’x4’x3’</u>. Structure made up of MS pipe 2 1/2x1 1/4x18gauges with matt/Powder coat finish paint in approved color. Top made of chemical resistance sheet (Laminated Al-noorlasani sheet, White) and glass of 12mm, Both side cabinet and drawers made of 3/4” thick lamination board (Alnoor Lasani, Blue) with PVC lapping, PVC end plug inclusive of electrical installation, sanitary installation (1 porta made lab vanity 600mm x 450mmx 200mm with complete fitting three nozzle tap, waist cuplain, waist pipe etc.) central glass shelves made of MS material powder coated, storage cabins under the table Eight electric multy sockets independent circuit 7/.29 copper connected with industrial socket, two gas point with control valve. Complete in all respects.</p>	12	Nos.			
2	<p>Laboratory Table Providing and fixing of <u>Laboratory Table 24’x2’x3’</u>. Structure made up of MS pipe 2 1/2x1 1/4x18 gauges with matt/powder coat finish paint in approved color. Top made of chemical resistance sheet (Laminated Alnoor Lasani, White) with pvc lapping and glass of 12mm, single side cabinet and drawers made of 3/4” thick lamination board (Alnoor Lasani, Blue), PVC end plug inclusive of electrical installation (8 no Multy socket independent circuit 7/0.29 copper connected with industrial socket ,and storage units under the table Electricity, two gas point with three control valve, complete in all respects.</p>	04	Nos.			
3	<p>Laboratory Table Providing and fixing of <u>Laboratory Table 17’x2’x3’</u>. Structure made up of MS pipe 2 1/2x1 1/4x18 gauges with matt/powder coat</p>	04	Nos.			

Signature & Stamp of Bidder



	finish paint in approved color. Top made of chemical resistance sheet (Laminated Alnoor Lasani, White) and glass of 12mm, single side cabinet and drawers made of 3/4" thick lamination board (Alnoor Lasani, Blue), PVC end plug, inclusive of electrical installation (8 no Multy socket independent circuit 7/0.29 copper connected with industrial socket ,and storage units under the table, Electricity, two gas point with control valve, complete in all respects.					
4	<u>Teachers Table</u> Providing and fixing of <u>Teachers Table</u> 4'x2.5'x2.5'. Structure made up of MS pipe 2 1/2x1 1/4x18 gauges with matt/powder coat finish paint in approved color. Top made of chemical resistance sheet (Laminated Alnoor Lasani, White) and glass of 12mm, cabinet and drawers made of 3/4" thick lamination board (Alnoor Lasani, Blue) with pvc lapping, PVC end plug, complete in all respects.	04	Nos.			
5	<u>Lab Stool</u> Providing and supply of stain less steel lab stool round 12" dia seat with adjustable hydraulic rod, fixed with Pipe 12 SWG , height 14 inch and 5 no's wheels as per approved sample complete in all respects.	200	Nos.			
6	<u>Revolving Chair</u> Supply of <u>Revolving Chair</u> Boss made Model B-502 with logo or equivalent. Complete in all respects.	04	Nos.			
7	<u>Wooden Cabinets</u> Providing and fixing of <u>Wooden Cabinets 4'x6'x1.5'</u> made with (Laminated Alnoor Lasani, White & Blue) combination for the chemical storage purpose as per approved design by HOD Pharmacy. Complete in all respects.	04	Nos.			
8	<u>Iron Rack</u> Providing and fixing of Fabrication of 4'x1.5' x7' <u>iron rack</u> for storage following specifications, frame of rack made with 1.5" x 1.5" x # 1.5 angle iron, horizontal shelves with 4 no's angle iron sports (1.5" x 1.5" x #1.5) and 1.5" thick wooden planks, including the cost of Complete in all respects as per desired requirement and satisfaction of Engineer in charge.	06	Nos.			
Total Amount Rs. (Sr. # 1-8)						
B.	Furniture for Library (Turnkey Basis)					
9	<u>Double side shelves</u> Providing and fixing of <u>Double side shelves</u> Provision and supply of wooden rack in size: Width= 36" Height= 84" and Depth=24" both side opened and centered partition 6" height made with approved peach color 3/4" thick double side lamination chip board ply wood including the cost of six 3/4"thick horizontal shelve, Pvc border lapping in silver & black color, one coat of shining lacquer, carriage, and fixing at required Position in Library etc. Complete in all aspects as per satisfaction of Engineer in charge.	10	Nos.			

						
10	<p><u>Carrels (Single)</u> Providing and fixing of <u>Carrels (Single)</u> Providing and supply of wooden Carrel in size H 52''x D 31.5'', D-end Table H 28.74'' x D 31.5'', 4 -Cluster H 52''xD 63'', making with lamination chip board 3/4'' thick in approved peach color including the cost of Pvc border lapping Silver & Black,multiple power socket for laptop, 24'' SMD tube light rod installed in it.Pvc5mm clear glass installed in both side D shape base & height 9'', complete in all aspects.</p> 	10	Nos.			
11	<p><u>Reading Table</u> Providing and fixing of wooden4' diameter round table for 6 person uses, Frame 3.5' x 3.5'x 2.42'fabricate with 2'' square M.S 16 SWG hollow pipe black color powder coated, top finish in win board 3/4'', top covered with white board/Formica& 8 mm clear glass, 1.5'' thick border with Pvc sliver color lapping,6 Multiples witches 7/0.29 cable installed at table and connected with industrial socket for laptop users. Complete in all aspects.</p> 	02	Nos.			
12	<p><u>Office Table +Side Table</u> Providing and fixing of <u>Office Table +Side Table</u> Providing and supply of curved wooden office tale size 4' x 2' x 2.5' with one side computer table size 3' x 1.25' x 2.5' made with 3/4'' thick peach color both laminated chip board in KD fitting including the cost of drawers with locks & handles, key board tray, CPU rack and 1.5'' thick top border, Pvc edge lapping in sliver & black color etc. Complete in all respects.</p>	01	Nos.			

						
13	<p><u>Corner Table</u> Providing and fixing of Corner Table Providing and Supply the wooden corner rack table in size: 1.5' x 1.5' x 4' with 5 curved shelves made with 3/4" thick peach color both sided laminated chip board and Pvc edge lapping in silver color as per satisfaction of end user, complete in all respects.</p> 	02	Nos.			
14	<p><u>Circulation Table (U Shape)</u> Providing and fixing of Circulation Table (U shape) Providing and supply of wooden unique mobile information desk Size : 7' x 2.5' x 3.5' and top 7" wide made with 3/4" thick peach color both side laminated chip board in "KD" fitting including the cost of one side Drawers and other side cabin with lock & handles, keyboard tray 15" long SMD Two tube light rod installed on left/right spaces, Pvc border lapping in silver & black color etc. complete in all respects.</p> 	01	Nos.			
15	<p><u>Office Chairs</u> Size: 34.25 - 37.5" H x 22.5" W x 23.75" D, black and silver made in mild steel and fiber as per approved sample complete in all respects.</p> 	02	Nos.			
16	<p><u>Sofas (Single)</u> Providing and supply of single seater standard size 24" x 24" x 18" frame made with 2" square M.S 16 hollow pipe black color powder coated, seat sofa finish with fine quality fabric black & Back sliver combination. Complete in all respects.</p>	04	Nos.			

						
17	<p><u>Side Table</u> Providing and fixing of <u>Side Table</u> Providing and supply of wooden side table, Frame 1.5' x 1.5' x 1.5' fabricate with 2'' square M.S 16 SWG hollow pipe black color powder coated, top finish with peach color chip board 3/4'' thick, 1.5'' thick border with Pvc sliver color lapping, Complete in all respects.</p> 	01	Nos.			
18	<p><u>Revolving Newspaper Tower</u> Providing and fixing of <u>Revolving Newspaper Tower</u> Providing and supply of wooden revolving newspaper tower stand in size H 68''xW 28.5''xD 28.5'' made with peach color laminated 3/4'' chip board frame and PVC clear glass uprights 18'' x 12'' x 3.25'' and zero, with smooth covered edge lapping Pvc black & silver color.4 sided including the cost of two of lacquer polish complete all respects.</p> 	01	Nos.			
19	<p><u>Foot Step</u> Providing and supply of stair two steps frame size 18'' x 10''+10'' x 7''+ 7'' fabricate with 1.25'' square 18 swg hollow pipe powder coated in black color and trad finish with 3/4'' thick shesham plank painted peach color complete in all respects.</p>	02	Nos.			
20	<p><u>Student Chairs</u> Providing and supply of Wooden chair without arm in size: Back 1.5' x 2.75' and seat 1.5' x 1.5' x 1.5 made with shesham wood, seat poshash in black color fine quality fabric and back poshashin sliver color fine quality fabric complete in all respects.</p>	22	Nos.			

						
21	<p><u>Visitors Chairs</u> Providing and supply of Wooden chair with arm in size: Back 1.5' x 2.75' and seat 1.5' x 1.5' x 1.5 made with shesham wood, seat poshash in black color fine quality fabric and back poshash in sliver color fine quality fabric complete in all respects.</p>	04	Nos.			
22	<p><u>OPAC Tables</u> Providing and fixing of <u>OPAC Tables</u> Providing and supply of round OPAC table size top 2.5' diameter with 5.6'' hollow edge and base 2' diameter and height of table 3.5' made with peach color both side laminated 3/4'' thick chip board including the cost of keyboard tray, 2 multy light plug with internal wiring 7/0.29 copper cable, Pvc lapping Top sliver & bottom black color. Complete in all respects.</p> 	02	Nos.			
23	<p><u>Pigeon Hole</u> Providing and fixing of <u>Pigeon Hole</u> Providing and supply of wooden pigeon hole size H=5'' x W=3'' x D=1'' with partition of three columns each have 1 feet w and 6 inches height. Base with solid wood and Pvc lapping Top sliver & bottom black color. Complete in all aspects</p> 	01	Nos.			

24	<p><u>CD Rack</u> Providing and fixing of <u>CD Rack</u> Provision and supply of wooden rack in size: Width= 36” Height= 84” (with 10 equal partition) and Depth=6’’, wooden door with glass and lock, handle install in it. Pvc border lapping in silver & black color, one coat of shining lacquer, carriage, and fixing at required Position in Library etc. Complete in all aspects as per satisfaction of Engineer in charge.</p> 	01	Nos.			
Total Amount Rs. (Sr. 09-24)						

Special Terms and conditions;

1. Bidders are requested to kindly visit the Pharmacy Department, CIIT-Lahre, before quoting the rates.
2. Lowest vendor (s) will be required to provide Sample (s) of **above mentioned item (s), strictly as per BoQ within 07 days of opening of bid.**
3. In case, lowest bidder failed to either provide sample within deadline or meet the mentioned quality / specification requirements in the provided sample, may lead to rejection of bid. (With confiscation of CDR).
4. In such case Sample Order shall be issued to 2nd lowest.
5. Purchase / Work order (s) will be awarded on **Part-A turnkey basis and Part-B is also on turnkey basis.**
6. Please submit the bid on CIIT-Lahore prescribed BoQs with complete terms and conditions signed, stamped, otherwise your bid (s) may be rejected.
7. Multiple rates of an item may lead to the rejection of bid / item.

Signature & Stamp of Bidder