



# COMSATS University Islamabad, Lahore Campus

Defence Road, Off Raiwind Road, Lahore

Tender No. CUI-LHR-TN-13-18-1104

Case # 2418

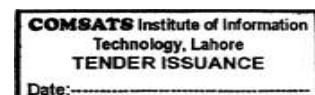
## Single Stage Two Envelop Procedure

Title of Tender: Lab Equipment for Dr. Usman Latif, Department of IRCBM

### TERMS AND CONDITIONS

- 1. All pages of bidding documents are mandatory to be signed / stamped, meaning thereby bidder agrees to our terms & conditions mentioned herein, failing which the bid may be rejected.*
- 2. Any addition, deletion or modification of any clause of the procurement terms & conditions/BoQs of CUI, Lahore Campus by any vendor will not be acceptable and may lead to rejection of the bid.*
- 3. Only registered Suppliers, who are on Active Taxpayers List (ATL) of FBR, are eligible to participate in tender.*
4. The contract will be executed and handed over in satisfactory conditions up to the entire satisfaction of COMSATS University Islamabad, Lahore Campus.
5. 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.
6. Part / Advance payments is not allowed.
7. **The exact completion/delivery time from the date of the purchase / work order will be 60 days (for Sr. # 1-3) and 20 Days (for Sr. 4-13). The handing over / completion time for this contract is of critical importance.**
8. Your bid proposal should be inclusive of freight and all other taxes and to be delivered at COMSATS University Islamabad, Lahore Campus's premises.
9. After opening of bids, COMSATS University Islamabad, Lahore Campus will examine the bids for completeness as per tender document.
10. 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.
11. The bid should be submitted in a sealed envelope up to **July 24, 2018** on or before **1400hrs** and will be opened on the same date **at 1430hrs** in the presence of available bidders.
12. COMSATS University Islamabad, Lahore Campus, will follow the PPRA rule of **single stage two envelope procedure;**
  - The bid shall comprise a single package containing **two separate envelopes**. Each envelope shall contain separately the **financial proposal** and the **technical proposal;**

Signature & Stamp of Bidder



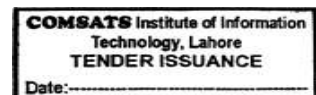
- ii. The envelopes shall be marked as **“FINANCIAL PROPOSAL”** and **“TECHNICAL PROPOSAL”** in bold and legible letters to avoid confusion;
  - iii. Initially, only the envelope marked **“TECHNICAL PROPOSAL”** shall be opened;
  - iv. The envelope marked as **“FINANCIAL PROPOSAL”** shall be retained 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. and
  - x. The bid found to be the lowest evaluated bid shall be accepted.
13. The envelope should be marked as under;

**Secretary, Purchase Committee**  
**COMSATS University Islamabad, Lahore Campus**  
 Defence Road, Off Raiwind Road, Lahore.  
 Tel: 042-111-001-007, Ext: 875

14. The envelope shall also bear the word **“CONFIDENTIAL”** and following identification quotation of **“Lab Equipment for Dr. Usman Latif, Department of IRCBM”**.
15. The bid form (BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.
- 16. If the vendor fails to deliver the goods / services to CUI-Lahore Campus 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, earnest money and payment may be forfeited.
17. 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.
18. Deduction of Income Tax and any other tax will be deducted at source according to Government prevailing rules.

- 19. Payment will be made on submission of Invoice in the name of “COMSATS University Islamabad, 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.
- 20. All prices should be quoted on **F.O.R (Pak Rupees) inclusive of all taxes.**
- 21. All prices should be valid for at least **90 days.** Withdrawal or any modification of the original offer within the validity period shall entitle CUI-Lahore Campus to forfeit the earnest money in favor of the CUI-LHR Campus and / or put a ban on such vendor participation in CUI tenders / works.
- 22. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
- 23. In case of any dispute or grievance, the matter shall be addressed as per PPRA rules.
- 24. The CUI-LHR Campus reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
- 25. **05% of the total value of the Invoice will be retained as security by COMSATS University Islamabad, Lahore Campus, and will be released after warranty period (One Year) for Sr. # 1-3 which will be counted from the date of delivery / completion of work / supply.**
- 26. **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.**
- 27. COMSATS University Islamabad, 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. The offer is from a firm, which is black listed by any Govt. Office.
  - vii. The offer is received by telephone/telex/fax/telegram.
  - viii. Any unsigned / ambiguous erasing, cutting / overwriting etc. is made.
- 28. 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.
- 29. 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 Lab Equipment for Dr. Usman Latif, Department of IRCBM

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

No change in the BoQs (Specs & Qty.) of CUI-LHR Campus, as detailed below, is allowed. Any additional information may be mentioned in the blank columns (i.e. model / brand or Price). Any modification in CUI-LHR Campus BoQ may lead to rejection of bid (fully or partially).				Quoted Model Brand with meeting the all specifications Yes / No
Sr. #	Name	Quantity		
	<b>Item Wise Basis for Sr. # 1-5</b>			
1	<p><b><u>Peristaltic Pump with pump head and proper tubings</u></b>            • Single channel, • speed stability, • 0 back pressure, •Flow rate: From 0.001 (mL/min) and onwards, •water and dust proof. Supplier must provide all the accessories relevant to instrument, which are necessary to analyze samples and data acquisition, or equivalent <b>Warranty One Year</b></p>	01	No.	
2	<p><b><u>UV Exposure Box for making PCB</u></b>            • UV Photosensitive Plate Single Side PCB Exposure Box 220V/50Hz, 32W, 20x30 cm (exposure area), 365 nm wavelength, 10s-90min time settings, • Aluminum alloy frame, solid structure, safe and reliable, • Microcomputer control, easy to use, high exposure accuracy. • Reasonable design, effective to avoid UV damage to the eyes. Supplier must provide all the accessories relevant to instrument, which are necessary to analyze samples and data acquisition or equivalent <b>Warranty One Year</b></p>	01	No.	
3	<p><b><u>Temperature Controlled Soldering Station</u></b>            • Temperature controlled soldering station unit (branded) with soldering iron (with slim and sharp tip), soldering iron stand (with brass wool and sponge), • Replacement soldering iron, • 2 solder reel, • 2 precision tweezers, • solder assist magnifier            Supplier must provide all the accessories relevant to instrument, which are necessary to analyze samples and data acquisition or equivalent <b>Warranty One Year</b></p>	01	No.	
4	<p><b><u>UV Lamp</u></b>            for curing polymers, 365nm wavelength, at-least 180 W of power</p>	01	No.	

Signature & Stamp of Bidder

5	<p><b><u>PCB Etching Kit</u></b>  1) PCB etching kit with high impact plastic tank, 220v heater and air pump, circuit board holders  Complete with all accessories  2) PCB enclosure aluminum junction box (5 pcs) (LxWxH = 4x5x1 inches)</p>	01	No.	
<b>Sub Total Wise Basis for Sr. 6-13</b>				
6	<p><b><u>BNC Cable</u></b>  BNC cables male to male 1.5 meter  RG 58 (50 ohm) around 5 mm diameter Coaxial cable to attach BNC connectors or equivalent  <b>(sample should be provided alongwith bid)</b></p>	10	Nos.	
7	<p><b><u>SMA Cable</u></b>  SMA cables male to male 1 meter  2.5mm (50 ohm) Coaxial cable to attach SMA connectors or equivalent  (sample should be provided alongwith bid)</p>	10	Nos.	
8	<p><b><u>BNC Cable Reel (10 meter)</u></b>  RG 58 (50 ohm) around 5 mm diameter Coaxial cable to attach BNC connectors or equivalent  (sample should be provided alongwith bid)</p>	1	No	
9	<p><b><u>SMA Cable Reel (10 meter)</u></b>  2.5mm (50 ohm) Coaxial cable to attach SMA connectors or equivalent  (sample should be provided alongwith bid)</p>	1	No.	
10	<p><b><u>BNC Connectors</u></b>  Male  (sample should be provided alongwith bid)</p>	20	Nos.	
11	<p><b><u>BNC Connectors</u></b>  Female Panel Mount  (sample should be provided alongwith bid)</p>	20	Nos.	
12	<p><b><u>SMA Connectors</u></b>  <b>Male Straight crimp plug</b>  (sample should be provided alongwith bid)</p>	20	Nos.	
13	<p><b><u>SMA Connectors</u></b>  <b>Female (2 holes panel mount)</b>  (sample should be provided alongwith bid)</p>	20	Nos.	

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

No change in the BoQs (Specs & Qty.) of CUI-LHR Campus, as detailed below, is allowed. Any additional information may be mentioned in the blank columns (i.e. model / brand or Price). Any modification in CUI-LHR Campus BoQ may lead to rejection of bid (fully or partially).			Rates to be quoted inclusive of all (applicable) taxes			
Sr. #	Name	Quantity		Quoted Model / Brand / Make	Unit Price (Rs.)	Total Price (Rs.)
<b>Item Wise Basis for Sr. # 1-5</b>						
1	<p><b><u>Peristaltic Pump with pump head and proper tubings</u></b></p> <ul style="list-style-type: none"> <li>• Single channel, • speed stability, • 0 back pressure, •Flow rate: From 0.001 (mL/min) and onwards, •water and dust proof.</li> </ul> <p>Supplier must provide all the accessories relevant to instrument, which are necessary to analyze samples and data acquisition, or equivalent <b>Warranty One Year</b></p>	01	No.			
2	<p><b><u>UV Exposure Box for making PCB</u></b></p> <ul style="list-style-type: none"> <li>• UV Photosensitive Plate Single Side PCB Exposure Box 220V/50Hz, 32W, 20x30 cm (exposure area), 365 nm wavelength, 10s-90min time settings, • Aluminum alloy frame, solid structure, safe and reliable, • Microcomputer control, easy to use, high exposure accuracy. • Reasonable design, effective to avoid UV damage to the eyes.</li> </ul> <p>Supplier must provide all the accessories relevant to instrument, which are necessary to analyze samples and data acquisition or equivalent <b>Warranty One Year</b></p>	01	No.			
3	<p><b><u>Temperature Controlled Soldering Station</u></b></p> <ul style="list-style-type: none"> <li>• Temperature controlled soldering station unit (branded) with soldering iron (with slim and sharp tip), soldering iron stand (with brass wool and sponge), • Replacement soldering iron, • 2 solder reel, • 2 precision tweezers, • solder assist magnifier</li> </ul> <p>Supplier must provide all the accessories relevant to instrument, which are necessary to analyze samples and data acquisition or equivalent <b>Warranty One Year</b></p>	01	No.			

Signature & Stamp of Bidder

4	<b><u>UV Lamp</u></b> for curing polymers, 365nm wavelength, at-least 180 W of power	01	No.			
5	<b><u>PCB Etching Kit</u></b> 1) PCB etching kit with high impact plastic tank, 220v heater and air pump, circuit board holders Complete with all accessories 2) PCB enclosure aluminum junction box (5 pcs) (LxWxH = 4x5x1 inches)	01	No.			
<b>Sub Total Wise Basis for Sr. 6-13</b>						
6	<b><u>BNC Cable</u></b> BNC cables male to male 1.5 meter RG 58 (50 ohm) around 5 mm diameter Coaxial cable to attach BNC connectors or equivalent <b>(sample should be provided alongwith bid)</b>	10	Nos.			
7	<b><u>SMA Cable</u></b> SMA cables male to male 1 meter 2.5mm (50 ohm) Coaxial cable to attach SMA connectors or equivalent <b>(sample should be provided alongwith bid)</b>	10	Nos.			
8	<b><u>BNC Cable Reel (10 meter)</u></b> RG 58 (50 ohm) around 5 mm diameter Coaxial cable to attach BNC connectors or equivalent <b>(sample should be provided alongwith bid)</b>	1	No			
9	<b><u>SMA Cable Reel (10 meter)</u></b> 2.5mm (50 ohm) Coaxial cable to attach SMA connectors or equivalent <b>(sample should be provided alongwith bid)</b>	1	No.			
10	<b><u>BNC Connectors</u></b> Male <b>(sample should be provided alongwith bid)</b>	20	Nos.			
11	<b><u>BNC Connectors</u></b> Female Panel Mount <b>(sample should be provided alongwith bid)</b>	20	Nos.			

12	<b>SMA Connectors Male Straight crimp plug</b> (sample should be provided alongwith bid)	20	Nos.			
13	<b>SMA Connectors Female (2 holes panel mount)</b> (sample should be provided alongwith bid)	20	Nos.			
<b>Sub Total Amount (Rs.) inclusive of All Taxes for Sr. # 6-13</b>						

**Special Terms and conditions;**

1. Please quote the rates on our BoQs and clearly mention the quoted model / brands, otherwise your bid / items may be rejected.
2. Purchase / work order (s) will be awarded on **Item Wise Basis (Sr. # 1-5) and on Sub Total Basis (Sr. # 6-13)** as mentioned in BoQs.
3. In Addition to filling of the attached BoQs, supporting literature of the quoted model must be attached for verification & technical evaluation of the required specification by the technical committee. In case of any clash is found between the quoted model and the literature model. So the item/bid may be rejected.
4. Kindly attach the **Tender fee with Technical Bid** and **Bid money / CDR with Financial Bid**.
5. Please submit the technical and financial bid (s) on our prescribed BoQs and clearly mention the quoted model / brands, otherwise your bid (s) may be rejected and also attach the terms and conditions (signed, stamped) with both bids.
6. **Multiple rates of an item may also lead to the rejection of bid / item.**