



COMSATS University Islamabad, Lahore Campus
Defence Road, Off Raiwind Road, Lahore

Tender No. CUI-LHR-TN-13-18-1151

Case # 2472

Single Stage Two Envelop Procedure

Title of Tender: Lab Equipment for Electronics Lab of Electrical Engineering Department

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,LC 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 University Islamabad, Lahore Campus 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 30 days. 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 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 **October 03, 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;**
 - 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. 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

The envelope shall also bear the word “**CONFIDENTIAL**” and following identification quotation of “**Lab Equipment for Electronics Lab of Electrical Engineering Department**”.

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 COMSATS University Islamabad, 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.
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 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.
- 19. All prices should be quoted on F.O.R (Pak Rupees) inclusive of all applicable taxes.
- 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 CUI, LC to forfeit the earnest money in favor of the CUI, LC and / or put a ban on such vendor participation in tenders / works.
- 21. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
- 22. In case of any dispute or grievance, the matter shall be addressed as per PPRA rules.
- 23. The CUI, LC reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
- 24. **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 (Sr. # 1, 3 & 4 for One Year), which will be counted from the date of delivery / completion of work / supply.**
- 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 University Islamabad, Lahore Campus”. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal.**
- 26. 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.
- 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. 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.**

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

BoQs of Lab Equipment for Electronics Lab of Electrical Engineering Department

No change in the BoQs (Specs & Qty.) of CUI-LHR. 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. BoQ may lead to rejection of bid (fully or partially).			Please mention the quoted Model / Brand with meeting the all specifications mentioned in BoQs	
Sr. #	Item Name & Specification	Qty.		
Item Wise Basis (Sr. # 1 to 4)				
1	Function Generator GFG-8015G or equivalent Frequency Range : 0.2Hz ~ 2MHz Waveform : Sine, Triangle, Square, TTL Pulse Variable DC Offset Control Output Overload Protection VCF Input Function 1000 : 1 Tuning Range Two-Steps Attenuator Plus Variable Or equivalent Warranty One Year	06	Nos.	
2	Digital Multimeters UT55 or equivalent frequency, AC voltage, DC voltage, capacitance, AC current, DC current, resistance, temperature LCD 3,5 digit (1999) Or equivalent	11	Nos.	
3	Universal Lab Trainer ULT-3000 or equivalent DC Power Supplies Module Fixed Output: +5V/1A, -5V/0.5A, +12V/0.5A, -12V/0.5A Variable Output: +0V ~ +25V/1A, -0V to -25V/0.5A All power supplies are short circuit protected. 2. AC Power Supplies Module 19V-15V-9V-0V-9V-15V-19V 3. Function Generator (2 Channels) & Clock Generator (2 Channels) Sine, Triangle and Square waveform output Frequency range : 1Hz to 1MHz in 6 decades With fine adjust, Amplitude and DC offset control Clock output 1Hz to 1MHz in 6 decades Six frequency ranges: 1Hz to 10Hz 10Hz to 100Hz 100Hz to 1KHz 1KHz to 10KHz 10KHz to 100KHz 100KHz to 1MHz Sine wave output: 0 to 12V peak to peak variable	05	Nos.	

	<p>Triangle wave output: 0 to 8V peak to peak variable Square wave output: 0 to 12V peak to peak variable 4. Solderless Breadboard Module Interconnected with 2712 tie points nickel plated contact, fits all components with DIP sizes and solid wire AWG#22-30 (0.30.8mm). 5. TTL/CMOS Selection Switch Select TTL (+5V) or CMOS (12V) Mode for data switches 6. 2-Single Shot Pulse Module 2 units push-buttons debouncer switches 80µS Positive & Negative Pulse 7. Two digits of 7-segment LED Display Module Output numerical displays 8. 16-bit LED Indicators with buffer Module Sixteen LED's separate input terminals. The LED lighted up when input at "HI level", and turned off when no input or at "LO level" 9. 16-bit HI/LO Data Output Switches Module Sixteen slide switches' separate input terminals. When slide switch set at "down" position, the output is LO level; it will be HI level while setting at "up" position. 10. 3-State Logic Probe Module HI, Float & LO Level LED Logic Indicator 11. Speaker Module 8 Ohm, 0.25W With Buffer 12. Digital DC Volt Meter 4 ½ Digits LED display Four voltage ranges : 0V to 199.9VDC 0V to 19.99VDC 0V to 1.999VDC 0V to 199.9mVDC Input Impedance: 10Mohm for any range 13. Adaptors Interface Module 2mm & 4mm Adaptor Interface Socket to turn pins socket Power Supply : 240VAC, 50Hz (Fused Protected) or equivalent Warranty One Year</p>			
4	<p>Digital Oscilloscope GW Instek GDS-1102A-U or equivalent 2 Channel 100 MHz Bandwidth 1 GSa/s Real-Time Sample Rates Maximum, 25GSa/s Equivalent-Time 2 Mega Point Record Length 2mV~10V Vertical Scale 1ns~50s Horizontal Range Up to 27 Automatic Measurements 5.7" TFT LCD Display USB Host and Device Interface Supported Go/NoGo Function Data Logger, or equivalent Warranty One Year</p>	05	Nos.	

Sub Total Basis (for Sr. # 5-6)				
5	Function Generators Probes Crocodile Or equivalent	20	Nos.	
6	Crocodile Connector and Banana Connectors for DC Power Supply Or equivalent	50	Nos.	
Sub Total Amount (Rs.) for Sr. # 5-6				

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

<p>Vendors are required to provide both unit and total price of each item and calculations must be made carefully to avoid mistakes. However, in case, total price does not match with the unit price and quantity due to calculation error or typo error, any of the following can be opted</p> <ol style="list-style-type: none"> 1. The bid may be rejected on the reason of ambiguity (OR) 2. Unit price will be considered as final and total price of the respective item will be calculated by multiplying it with the quantity required. Sub-totals and grand total will also be corrected accordingly 						
<p>No change in the BoQs (Specs & Qty.) of CUI-LHR. 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. BoQ may lead to rejection of bid (fully or partially).</p>				<p>Rates to be quoted inclusive of all (applicable) taxes</p>		
Sr. #	Item Name & Specification	Qty.		Quoted Model / Brand	Unit Price (Rs.)	Total Amount (Rs.)
	Item Wise Basis (Sr. # 1 to 4)					
1	Function Generator GFG-8015G or equivalent Frequency Range : 0.2Hz ~ 2MHz Waveform : Sine, Triangle, Square, TTL Pulse, Variable DC Offset Control Output Overload Protection VCF Input Function 1000 : 1 Tuning Range Two-Steps Attenuator Plus Variable Or equivalent Warranty One Year	06	Nos.			
2	Digital Multimeters UT55 or equivalent frequency, AC voltage, DC voltage, capacitance, AC current, DC current, resistance, temperature LCD 3,5 digit (1999) Or equivalent	11	Nos.			

3	<p>Universal Lab Trainer ULT-3000 or equivalent DC Power Supplies Module Fixed Output: +5V/1A, -5V/0.5A, +12V/0.5A, -12V/0.5A Variable Output: +0V ~ +25V/1A, -0V to -25V/0.5A All power supplies are short circuit protected.</p> <p>2. AC Power Supplies Module 19V-15V-9V-0V-9V-15V-19V</p> <p>3. Function Generator (2 Channels) & Clock Generator (2 Channels) Sine, Triangle and Square waveform output Frequency range : 1Hz to 1MHz in 6 decades With fine adjust, Amplitude and DC offset control Clock output 1Hz to 1MHz in 6 decades Six frequency ranges: 1Hz to 10Hz 10Hz to 100Hz 100Hz to 1KHz 1KHz to 10KHz 10KHz to 100KHz 100KHz to 1MHz Sine wave output: 0 to 12V peak to peak variable Triangle wave output: 0 to 8V peak to peak variable Square wave output: 0 to 12V peak to peak variable</p> <p>4. Solderless Breadboard Module Interconnected with 2712 tie points nickel plated contact, fits all components with DIP sizes and solid wire AWG#22-30 (0.30.8mm).</p> <p>5. TTL/CMOS Selection Switch Select TTL (+5V) or CMOS (12V) Mode for data switches</p> <p>6. 2-Single Shot Pulse Module 2 units push-buttons debouncer switches 80µS Positive & Negative Pulse</p> <p>7. Two digits of 7-segment LED Display Module Output numerical displays</p> <p>8. 16-bit LED Indicators with buffer Module Sixteen LED's separate input terminals. The LED lighted up when input at "HI level", and turned off when no input or at "LO level"</p> <p>9. 16-bit HI/LO Data Output Switches Module Sixteen slide switches' separate input terminals. When slide switch set at "down" position, the output is LO level; it will be HI level while setting at "up" position.</p> <p>10. 3-State Logic Probe Module HI, Float & LO Level LED Logic Indicator</p> <p>11. Speaker Module 8 Ohm, 0.25W With Buffer</p>	05	Nos.			
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	12. Digital DC Volt Meter 4 ½ Digits LED display Four voltage ranges : 0V to 199.9VDC 0V to 19.99VDC 0V to 1.999VDC 0V to 199.9mVDC Input Impedance: 10Mohm for any range 13. Adaptors Interface Module 2mm & 4mm Adaptor Interface Socket to turn pins socket Power Supply : 240VAC, 50Hz (Fused Protected) or equivalent Warranty One Year					
4	Digital Oscilloscope GW Instek GDS-1102A-U or equivalent 2 Channel 100 MHz Bandwidth 1 GSa/s Real-Time Sample Rates Maximum, 25GSa/s Equivalent-Time 2 Mega Point Record Length 2mV~10V Vertical Scale 1ns~50s Horizontal Range Up to 27 Automatic Measurements 5.7" TFT LCD Display USB Host and Device Interface Supported Go/NoGo Function Data Logger, or equivalent Warranty One Year	05	Nos.			
Sub Total Basis (for Sr. # 5-6)						
5	Function Generators Probes Crocodile Or equivalent	20	Nos.			
6	Crocodile Connector and Banana Connectors for DC Power Supply Or equivalent	50	Nos.			
Sub Total Amount (Rs.) for Sr. # 5-6						

Special Terms and conditions;

- Please submit the technical and financial bid (s) on our prescribed BoQs and clearly mention the quoted model / brands, with complete terms and conditions signed, stamped with both bids, otherwise your bid (s) may be rejected.
- Purchase / work order (s) will be awarded on **Item Wise Basis for (Sr. # 1 to 4) and on Sub Total Wise Basis for (Sr. # 5 to 6)** as mentioned in BoQs.

- **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.**
- **Kindly attach the Tender fee with Technical Bid and Bid money / CDR with Financial Bid.**
- **Multiple rates of an item may also lead to the rejection of bid / item.**