



# COMSATS University Islamabad (CUI), Lahore Campus

Defence Road, Off Raiwind Road, Lahore

Tender No. CUI-LHR-TN-21-1456

Case # 3269

## Single Stage One Envelop Procedure

**Title of Tender:** Glove Box, Oven, Desktop & Laptop Computer for Dr. Tareq Manzoor,  
Dept of Energy Research Center

### 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 (GST & NTN), 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 document 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 **40 days for Sr. # 1 and 15 days for Sr. # 2, 3,& 4.** 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 CUI, Lahore Campus's premises.
9. After opening of bids, CUI, Lahore Campus will examine the bids for completeness as per tender document.
10. In case more than one bidder have quoted same rates for an item; the bidder securing more items (in terms of cost) will be awarded the specific item.
11. Purchase order (s) will be awarded to the evaluated lowest or technically recommended bidder (s) on the basis of item wise / subtotal wise / grand total wise according to the nature of BoQs.
12. The bid should be submitted in a sealed envelope up to **March 17, 2021** on or before **1400hrs** and will be opened on the same date **at 1430hrs** in the presence of available bidders. In case of any holiday is announced by the Govt. OR any unforeseeable circumstances that prevent the tender from being opened on the date announced (Force Majeure Situation), the tenders will be opened on the very next working day. Timing will remain as mentioned in the tender notice.
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

**Signature & Stamp of Bidder**

The envelope shall also bear the word “**CONFIDENTIAL**” and following identification quotation of **“Glove Box, Oven, Desktop & Laptop Computer for Dr. Tareq Manzoor, Department of Energy Research Center , CUI-Lahore Campus”**.

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 (CUI), Lahore Campus within the given deadline, any of the following can be opted by CUI Lahore campus on the recommendation of the end user and approval of the authority;**
  - a. An extension in the delivery period may be granted in case a valid reason/justification with necessary documentary evidence is provided by the vendor supporting the reason for delay.
  - b. A penalty upto 10% of the invoice value may be charged.
  - c. Purchase order may be cancelled along with confiscation of earnest money if the vendor fails to deliver the goods / services after the initial or extended delivery time, as the case may be.
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 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-Lahore Campus to forfeit the earnest money in favor of the CUI-Lahore Campus and / or put a ban on such vendor participation in CUI 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-Lahore Campus 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 (CUI), Lahore Campus, and will be released after warranty period i.e. (One Year for Sr. # 2, 3 & 4) which will be counted from the date of Installation / 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”.**
26. COMSATS University Islamabad, Lahore Campus reserves the rights to 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.

**BoQs of Glove Box, Oven, Desktop & Laptop Computer for Dr. Tareq Manzoor,  
Department of Energy Research Center, CUI-Lahore Campus**

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: 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							
No change in the BoQs (Specs & Qty.) of CUI-Lahore 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-Lahore Campus BoQ may lead to rejection of bid (fully or partially).					Prices to be quoted inclusive of all applicable taxes		
Sr.#	Item Name	Item Name and Specification	Qty.		Quoted Model / Brand / Make	Unit price PKR	Total Price PKR
1	<b><u>Glove box</u></b> Chamber Main: 700 x 450 x 500 mm (27.5 x 17.7 x 19.7 inches) Transitional: 240 x 240 x 240mm (9.5 x 9.5 x 9.5 inches), Access port Main chamber: 300 mm (11.8 inches) diameter located on the left Transitional chamber: 160 mm (6.3 inches) diameter located on the right Wall thickness 20 mm, Wall material Medical grade Acrylic (imported from Japan) or equivalent Vacuum Ultimate vacuum level: 100 Micron Vacuum level after 24 hours: 15 Torr (may vary based on your altitude, click here to learn more) Mechanical gauge range: display in MPa and PSI Vacuum port: 3/8" hose barb Vent port: 1/4" hose barb , Working Surface: S.S 304, Door gasket material Silicone , Glove material Latex , Gas environment		01	No.			

**Signature & Stamp of Bidder**

	Argon, Helium, Nitrogen (99.95%+) , With Provide Argon Gas , 5 Feet Cylinder With Handle Valve , Cylinder must meet , European Quality or equivalent , Purity: 99.999% , With Analysis Certificate Analysis Certificate Must Attach with the bid Otherwise your bid will be rejected. With 2 Stage Brass Regulator UK or equivalent Electrical socket and wires Built-in With Vacuum Pump, Complete with standard accessories					
2	<b><u>Laboratory Conventional Oven with Fan</u></b> Capacity: 58 Litres, Two Shelves, Made up of S.S Chamber, With PiD Controller , Temperature: 300C, Easy to open, With Brackets , Front Made up of Glass, To see the material , Digitally Controlled. With one year standard warranty	01	No.			
3	<b><u>Desktop Computer (Core i5)</u></b> Brand : Dell/ HP/Lenovo or equivalent Processor: 10th Generation RAM: 8 GB RAM HDD: 256GB SSD LCD: LED 18.5" or higher NIC: Integrated Gigabit Display : Intel HD integrated Accessories: Keyboard & Mouse Wireless Card: Dual Band Wireless card with Extended Antenna Warranty: Standard 1 year onsite warranty	01	No.			
4	<b><u>Laptop Computer (Core i7)</u></b> Dell or HP or equivalent Generation: 11th generation, Processor: Intel i7, RAM: 16 GB LPDDR4, Hard drive: 512 SSD or 1 TB SATA, Graphics Card: 2 GB GDDR5 NVIDEOA GEFORCE MX350 Graphics card, Screen size: 15 inches Warranty: Standard 1 year warranty	01	No.			

### **Bid Evaluation Criteria**

All bids shall be evaluated in accordance with the following evaluation criteria and other terms & conditions set forth in this bidding document.

- The bids shall be evaluated to strictly ensure that the quoted brand / model / make meet all the BoQ/ specification requirements given in the bidding document for each item.
- In addition to the BoQ requirements, vendors must meet the vendor qualification criteria /company profile requirements (if any), as set forth in this tender document.
- Supporting literature (where available / required) of the quoted brand/ model / make 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 supported literature may lead to rejection of bid.

**Special Terms and conditions;**

- i. Please submit bid (rates) on our prescribed BoQs Form and clearly mention the quoted model / brands/ make, with complete terms and conditions signed, stamped with bids, otherwise your bid (s) may be rejected.
- ii. Purchase / work order (s) will be awarded on **Item Wise Basis.**
- iii. **Multiple rates of an item may also lead to the rejection of bid / item.**