



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

Tender No. CUI-LHR-TN-21-1548

Case # 3478

Single Stage One Envelope Procedure

Title of Tender: **Lab Items and Repair & Maintenance of Equipments for Undergraduate Labs (SP 22), Dept of Chemical Engineering**

A. GENERAL 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 & Income Tax), 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 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 taxes 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. 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 lowest evaluated 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 **January 05, 2022** 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

14. The envelope shall also bear the word “**CONFIDENTIAL**” and following identification quotation of **“Lab Items and Repair & Maintenance of Equipments for Undergraduate Labs (SP 22), Dept of Chemical Engineering, CUI-Lahore Campus”**.

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 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.

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. Any defective / sub-standard item (s) will be replaced by the bidder in same quoted cost. In case of failure to supply the specific item, CUI-Lahore may issue PO to next lowest bidder to supply the item while the difference of amount will be deducted from the 1st lowest bidder’s earnest money.

19. Deduction of Income Tax and any other tax will be deducted at source according to Government prevailing rules.

20. Payment will be made as per PPRA rule 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.

21. All prices should be quoted on F.O.R (Pak Rupees) inclusive of all applicable taxes.

22. 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 to forfeit the earnest money in favor of the CUI-Lahore and / or put a ban on such vendor participation in tenders / works.

23. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.

24. In case of any dispute or grievance, the matter shall be addressed as per PPRA rules.

25. The CUI-Lahore Campus reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.

26. The prices / cost will be considered as inclusive of all applicable taxes.

27. CUI-Lahore Campus shall disqualify any firm(s), if at any stage; it finds that the information submitted, or documents provided are inaccurate, fake, ambiguous or incomplete.
28. **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”. Which shall be released after the completion of work / supply on submission of written request on firm / company letterhead. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal.**
29. 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.
30. 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.
31. 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 Items and Repair & Maintenance of Equipment's for Undergraduate Labs (SP 22), Dept of Chemical Engineering, 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:

The bid may be rejected on the reason of ambiguity (OR)

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

Note:

Vendors are requested to quote total price of the quantity required by avoiding unit price. Supply should be made as per packing instruction mentioned against items (where required).

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).

Rates to be quoted inclusive of all (applicable) taxes

Sr. #	Item's Name	Qty.		Quoted Model / Brand	Total Price (Rs.)
Laboratory: Fuels and Energy					
1	Liquid Detergent (for glass ware) Packing: 450 ml, Local or equivalent	2	Pcs		
2	Liquid Detergent (for hand wash) Packing: 450 ml, Local or equivalent	2	Pcs		
3	Tissue Roll (for lab.) (small Size) Local or equivalent (Packing: 01 pack containing 6 rolls)	12	Rolls		
4	Petrol Local or equivalent	2.5	Ltrs		
5	Kerosine Oil Local or equivalent	2.5	Ltrs		
6	Diesel Oil Local or equivalent	2	Ltrs		
7	Engine oil (Zic or equivalent) 5W-20 250ml,	1	Bottle		
8	Engine oil (Zic or equivalent) 10W-20 250ml, Local or equivalent	1	Bottle		
9	Engine oil (Zic or equivalent) 20W-40 250ml, Local or equivalent	1	Bottle		

10	Coal (Powdered/Pulverized) Local or equivalent	1	Kg		
11	Coal (Powdered/Pulverized) Indian / Malaysian or equivalent	1	Kg		
12	Hand Sanitizer 500 ml, Local or equivalent	3	pcs		
13	Mask Local or equivalent (Packing: 01 pack containing 50 Nos.)	150	Pcs		
14	Surgical Gloves Local or equivalent (Packing: 01 pack containing 50 pairs)	1	pack		
15	High Temperature Gloves Local or equivalent	2	Pairs		
16	Crucibles Local or equivalent	10	Pcs		
17	China Dishes or equivalent Local or equivalent	10	Pcs		
18	Silica Gel, 500g China or equivalent	2	Pack		
Laboratory: Thermodynamics					
19	Phenol (Solid) CAS Number: 108-95-2 or equivalent (lab scale) Packing: 500g	1	No.		
20	Methanol CAS Number:89-78-1 or equivalent (Industrial grade) Packing: 1L	1	No.		
21	Compressed Sulphur Hexafluoride Gas Cylinder Item no. PHYWE 41772-21 or equivalent Packing: 74g	1	No.		
22	Compressed Carbon dioxide Gas Cylinder Item no. PHYWE 41772-06 or equivalent Packing: 22g	1	No.		
23	Gas Syringe (100ml) Item no. PHYWE 02614.00 or equivalent Packing: 100ml	4	Nos.		

24	Face Mask Standard size (Packing: 01 pack containing 50 Nos.)	150	Pcs		
25	Tissue Roll 10cm wide	5	Rolls		
26	Safety Goggles Standard size	12	Nos		
27	Gloves Powder Free Medium size (Packing: 01 pack containing 50 Nos.)	100	Pairs		
28	Heating Element of Calorimeter for repairing calorimeter microme wire	2	Nos		
Laboratory: Chemical Reaction Engineering					
29	Cabinet locks Small 	12	Nos		
30	Tissue Rolls Large size for lab	6	Rolls		
31	Lab Coat 2 Large, 2 Medium	4	Nos		
32	Face Mask Standard size (Packing: one pack containing 50 pcs)	5	Nos		
33	Dish wash 750 ml	3	Nos		
34	Hand washer 500 ml	3	Nos		
35	Sanitizer 250 ml	3	Nos		

36	Ethyl Acetate 5 Liter (CAS#141-78-6 or equivalent)	2	Nos		
37	Gloves 3 Large, 3 Medium	6	Pairs		
38	Glass syringe 0cm-100cm mark Label 0-cm to 100-cm	2	Nos		
39	Extension (electrical) wire length, 20 feet with multiple switch	2	Nos		
40	Hot Plate with magnetic stirrer	4	Nos		
41	Conductivity Meter Battery Small batteries. Power Plus. 9 Volts HW8091 or equivalent	4	Nos		
Laboratory: Particulate Technology					
42	Hand Wash Local Packing: 500 ml	4	Nos		
43	Rubber Gloves Local, China or equivalent. Large	3	Pairs		
44	Door Lock China, Tri-Circle or equivalent Hardened Steel Shackle Type 50mm	3	Nos		
45	Towel (for cleaning hands) Size: 24"x48" - Local or equivalent	2	Nos		
46	Pressure Transmitter (without Syphone) SnzhTech / Equivalent. Sensing Range: 0 ~ 2 bar (No) Output: 4 ~ 20 mA, 2-Wire Power Supply: 24V DC Electrical Connection: DIN-Connector Process Connection: 1/4" NPT-M Material: SS316	1	No.		
Laboratory: Simultaneous Heat and Mass Transfer Operations					
47	Analytical Laboratory Balance Model No: SF-400C, local brand or equivalent Draft shield or weighing chamber to prevent the very small samples from being affected by air currents. Ground tilt test. Automatic balance levelling. Weighing Capacity :110 g. Minimum load: 1 mg. Readability: 0.01 mg. LxWxH: 720×385×485 mm. Weight: 14.7 kg. Power: 100 — 240 V AC 50 / 60 Hz.	1	No.		

48	<p>Benchtop Reverse Osmosis water filtration 5 STAGE WATER FILTER. Brand: Aquahygenic or equivalent Water filtration unit to filter out harmful cysts, bacteria, viruses, chloramine, pesticides etc. 1. Cartridge design. 2. multistage filtration. Filter output: 300 liters per day. Micron Rating: 0.0005 micron. LxWxH: 340x170x165. Weight: 5kgs.</p>	1	No.		
49	<p>Gravity Oven Model: Blue M. Brand: Thermal Product Solutions (TPS) or equivalent 1. Stainless steel interior. 2. Powder-coated exterior 3. Vertical-up gravity convection airflow 4. Adjustable shelving with 2 perforated shelves for airflow 5. Gravity convection heating method. Temperature Range: 10°C above ambient to 260°C Control: $\leq \pm 1^\circ\text{C}$ Uniformity: $\leq \pm 3\%$ Run up time to maximum temperature: ≤ 100 minutes. Measuring ranges air humidity: 0...100% r.F. temperature: 0...125°C flow velocity: 0...2,5m/s. LxWxH: 2350x800x1200mm Weight: approx. 175kg. 400V, 50Hz, 3 phases 400V, 60Hz, 3 phases 230V, 60Hz, 3 phases.</p>	1	No.		
50	<p>Air compressor Model No: AC20248. Brand: INGCO or equivalent. Power: 1.5 KW (2 HP), Tank capacity: 24L (6.3Gal) Operating pressure: max. 8bar Pump lubricated with oil. 73.5cm x 33.5cm x 73 cm. AC 240V 50Hz, Single phase.</p>	1	No.		
Repair of Equipment					
Laboratory: Particulate Technology					
51	<p>Local Fabricator Oil Extractor Overhauling</p> 	1	No.		
52	<p>Wise Mix Ball Mill Touch screen issue. Controller malfunction. 60 Hz, 202 Volts, 50-600 RPM. Roller: 2 pair. Size: 50x300 580x300x530. Made by DAIHAN Sd.</p>	1	No.		

E. 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.

1. The bids shall be evaluated to strictly ensure that the quoted brand/ model meet all the BoQ/ specification requirements given in the bidding document for each item.
2. 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.
3. Supporting literature (where available / required) of the quoted brand/ 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 supported literature may lead to rejection of bid.

F. Special Terms and conditions;

1. Bidders are requested to quote genuine / quality products without compromising on quality. The supplied products shall be inspected by our technical experts with respect to BoQs requirements and quality standards.
2. Bidders are advised to submit the bid on the prescribed BoQs (bidding documents) of COMSATS University Islamabad, Lahore Campus and clearly mention the Quoted Model / Brands as required in the BoQs with complete terms and conditions signed, stamped, otherwise your item(s) / bid may be rejected.
3. **Brand name / model must be mentioned against items where required failing which the bid / item (s) may be rejected. Manufacturing origin can only be accepted against items where mentioned specifically in the BoQ form.**
4. Under no circumstances should re-packed chemicals be provided otherwise the delivery of such item will be rejected.
5. Multiple rates of an item may also lead to the rejection of bid / item.
6. Purchase / work order shall be awarded on **Item Wise Basis as mentioned in BoQs.**