



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

### TERMS AND CONDITIONS

**[All pages (BoQs & Terms & Conditions) are mandatory to be signed/stamped, Rates should be quoted on our prescribed format, failing which the bid may be rejected]**

1. The contract will be executed and handed over in satisfactory conditions up to the entire satisfaction of COMSATS Institute of Information Technology, Lahore Campus.
2. The exact completion/delivery time from the date of the purchase / work order will be **120 days**.
3. The bid proposal should be inclusive of all freight and packaging charges and will be delivered at Lahore Airport.
4. L/C will be opened by COMSATS Institute of Information Technology Lahore Campus.
5. Custom clearance will be cleared by COMSATS Lahore Campus.
6. COMSATS Institute of Information Technology, Lahore Campus, will follow the PPRA rule of **Two stage bidding procedure**;

#### **First Stage:**

- i. The first bid shall be submitted according to the required specifications, a technical proposal along with **CDR/Bank Draft of Rs. 50,000 as a bid security**.
- ii. The technical proposal shall be evaluated in accordance with the specified evaluation criteria and may be discussed with the bidders regarding any deficiencies and unsatisfactory technical features;
- iii. After any discussion all the bidders shall be permitted to revise their respective technical proposals to meet the requirements of the procuring agency;
- iv. The procuring agency may revise, delete modify or add any aspect of the technical requirements, or it may add new requirements not inconsistent with these rules.
- v. Provided that such revisions, deletions, modification or additions are communicated to all the bidders equally at the time of invitation to submit final bids, and minimum **Fifteen Days** are allowed to the bidders to prepare their revised bids;
- vi. Those bidders not willing to conform their respective bids to the procuring agency's technical requirements may be allowed to withdraw from the bidding without forfeiture of their bid security;

**Signature & Stamp of Bidder**

**Second Stage:**

- vii. The bidders whose technical proposal or bids have not been rejected and who are willing to conform their bids to the revised technical requirements of the procuring agency shall be invited to submit a revised technical proposal along with the financial proposal. Vendor will submit **2% of the total Bid price as Earnest Money** crossed in favor of **“COMSATS Institute of Information Technology, Lahore Campus”**; with financial proposal. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal.
  - viii. The revised technical proposal and the financial proposal shall be opened at a same time, date and venue announced and communicated to the bidders in advance;
  - ix. The revised technical proposal and the financial proposal shall be evaluated in the manner prescribed above. The bid found to be the lowest evaluated bid shall be accepted;
7. Bidders who do not qualify cannot challenge the finding of the evaluation.
  8. The bids should be submitted in a sealed envelope up to **03-06-2014** on or before **11:00 hrs** and the technical bids will be opened on the same date at **11:30 hrs** in the presence of available bidders.
  9. The envelope should be marked as under.

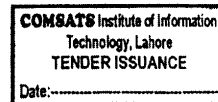
**Secretary Purchase Committee**  
**COMSATS Institute of Information Technology, Lahore Campus.**  
Defence Road, Off Raiwind Road, Lahore.  
Tel: 042-111-001-007, Ext: 875
  10. The envelope shall also bear the word **“CONFIDENTIAL”** and following identification quotation of **“Scanning Electron Microscope (SEM) for IRCBM Department”**.
  11. The bid form (Annex-I) must be duly filled in, stamped and signed by the authorized representative of the bidder.
  12. If the vendors fail to deliver the order in time then the vendor will be charged penalty 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 fail to deliver the items during the extended then the supply order will be cancelled, earnest money and payment will be forfeited.
  13. All prices should be quoted in **C&F with all freight charges.**
  14. All prices should be valid for at least **90 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.
  15. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.

**Signature & Stamp of Bidder**

16. In case of any dispute, decision of the Director CIIT-Lahore, will be final and binding upon the parties.
17. Warranty will be on the part of supplier, which is One Year Warranty after the completion of supply / work/Installation.
18. The successful bidder will have to submit the 05% of the total amount of Purchase Order in the form of Bank Guarantee / CDR as a Security/Retention Money in the favor of COMSATS Institute of Information Technology, Lahore Campus. The Warranty duration will be started after the installation/Satisfactory certificate date of Equipment which is One Year,
19. COMSATS Institute of Information Technology, Lahore Campus, reserves the rights to accept or reject any or all bids without assigning any reason whatsoever.

No offer of a supplier/firm will be considered 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.
  - viii. Any unsigned / ambiguous erasing, cutting / overwriting etc. is made.
20. The tendered 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.
21. I/We ..... the undersigned certify that the terms and conditions as contained in the documents Viz, " Terms and Conditions for Tender Notice of COMSATS Institute of Information Technology, Lahore are accepted and that in the event of selection of my/our rate the agreement in the prescribed form will be entered into.



**Signature & Stamp of Bidder**

Resolution and Imaging	Please tick	
	Provided/Fulfilled	Not Provided/Not Fulfilled
Voltage Range: $\leq 0.5 - 30$ KV		
Resolution HV $\leq 3$ nm @ 30 KV		
Resolution LV $\leq 4$ nm @ 30 KV		
Camera for live chamber view		
<b>Stage</b>		
X-Y-Z motorized (all 3 axis) rotate stage with tilt		
Movement X $\geq 50$ mm, Y $\geq 50$ mm, Z $\geq 40$ mm		
Operation through Graphical User Interface		
<b>Vacuum</b>		
True variable in 10 – 270 Pa range or better		
HV mode with achievable pressures below $1 \times 10^{-5}$ Pa [chamber vacuum]		
<b>Detectors:</b>		
Secondary Electron Detector (SED)		
Back-scattered Electron Detector (BSED)		
Liquid Nitrogen Free Energy Dispersive X-ray Detector (EDX). 10 mm <sup>2</sup> or better, Manganese (Mn) Energy Resolution 129 eV or better		
<b>Accessories / Consumables</b>		
Coating Unit with both Carbon & Gold coating options		
Carbon source [minimum 1 meter]		
Gold source [x5]		
Suitable boats for sample placement in coating chamber [x10]		
25 Gun Filaments (for Gun type: Tungsten heated cathode)		
Vacuum Pump accessories		
Small Stubs (x50 minimum)		
Multiple sample (stub) holders (x5 minimum)		
Conductive Tape (x10 rolls)		
Silver Paste (x5)		
Tweezers (x5)		
Tool Kit		
<b>Others</b>		
Online Imported UPS minimum 6 KVa or better if required technically, with minimum 1 year warranty		
SEM Warranty and all aspects support, 1 year minimum after installation		
Installation of SEM along with adequate voltage stabilizer and surge protection		
List of SEMs installed in Pakistan clearly mentioning models, current functioning status and location		
1x Training at Manufacturers location		
Training at installation site by SEM-Manufacturer-Trained Engineer		
Future expansion plans may include LaB6 source instead of current tungsten source. The quoted SEM should be compatible with this potential upgrade in the future		
All requisite licensed softwares for imaging and detectors along with computing support		

Head  
 Interdisciplinary Research Centre  
 in Biomedical Materials (IRCBM)  
 COMSATS Institute of Information Technology  
 Lahore  
 16/05/2014