



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

Tender No. CIIT-TN-13-16-693
Case # 1761

TERMS AND CONDITIONS

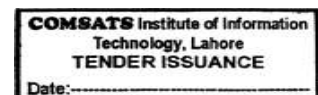
[All pages (BoQs & Terms & Conditions) are mandatory to be signed / stamped, failing which the bid may be rejected.]

1. *Any addition, deletion or modification of any clause of the procurement terms & conditions of CIIT by any vendor will not be acceptable and may lead to rejection of the bid.*
2. *Only registered Suppliers, who are on Active Taxpayers List (ATL) of FBR, are eligible to participate in tender.*
3. The contract will be executed and handed over in satisfactory conditions up to the entire satisfaction of COMSATS Institute of Information Technology, Lahore Campus.
4. 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.
5. Part / Advance payments is not allowed.
6. 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
7. Your bid proposal should be inclusive of freight and all other taxes delivered at COMSATS Institute of Information Technology, Lahore Campus's premises.
8. After opening of bids, COMSATS Institute of Information Technology, Lahore Campus will examine the bids for completeness as per tender document.
9. 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.
10. Bidders cannot challenge the finding of the evaluation or ask for reason of disqualification.
11. The bid should be submitted in a sealed envelope up to **June 15, 2016** on or before **1100hrs** and will be opened on the same date **at 1130hrs** in the presence of available bidders.
12. 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

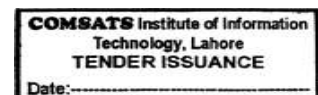
13. The envelope shall also bear the word "**CONFIDENTIAL**" and following identification quotation of "**Lab Requirements (Items) for Chemical Engineering Department Fall 2016, CIIT-Lahore**".

Signature & Stamp of Bidder



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 CIIT-Lahore in time then the penalty will be charged as under:-**
- 1% per day of the invoice price for 5 working days.
 - 2% per day of the invoice price for further 5 working days.
 - 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 Institute of Information Technology, 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).
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 CIIT to forfeit the earnest money in favor of the CIIT and / or put a ban on such vendor participation in CIIT 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, decision of the Director, CIIT will be final and binding upon the parties.
23. The CIIT reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
- 24. 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.**
25. COMSATS Institute of Information Technology, Lahore Campus reserves the rights to accept or reject the bid if;
- Received without earnest money
 - Received later than the date and time fixed for tender submission
 - The tender is unsigned/ unstamped
 - The offer is ambiguous
 - The offer is conditional
 - Offer is made by the unauthorized agent/ supplier of the original equipment manufacturer.
 - The offer is from a firm, which is black listed by any Govt. Office.
 - The offer is received by telephone/telex/fax/telegram.
 - Any unsigned / ambiguous erasing, cutting / overwriting etc. is made.

Signature & Stamp of Bidder



26. 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.

27. I / We

- **Company / Vendor Name:**.....
- **Postal Address:**.....
- **Tel. / Mobile:**.....**Email:**.....
- **NTN# :**.....**GST#:**.....
- **Please also attach the Certificate supporting being Active Taxpayer as per requirement of FBR.**
- The undersigned certify that the terms and conditions as contained in the documents vise, “ 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

**BoQs of Lab Requirements (Items) for Chemical Engineering Department
Fall 2016, CIIT Lahore**

Sr. #	Item Name	Specification	Qty		Prices should be quoted inclusive of all applicable taxes	
					Quoted Model/ Make/ Brand	Total Price (Rs.)
Laboratory: Simultaneous Heat and Mass Transfer Operations						
1	Methanol	Commercial	10	Liters		
2	Coffee Jar	200g	6	Nos.		
4	Clothe Duster		1	Dozen		
5	Dust Mask		2	No		
6	Welding Gloves for tray dryer operation		6	pairs		
Laboratory: Chemistry II						
1	Aluminum foil	-	2	rolls		

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2	Tissue rolls	–	12	Packs		
3	Simple Platinum wires	–	12	Nos.		
4	Stalagmometer	–	6	Units		
5	pH strips (containing 100 Nos. in each pack)		2	Packs		
6	Power cables for heating mantles		4	Units		
7	Gloves (containing 100 Nos. in each pack)	Medium Size	14	Packs		
8	TLC silica gel 60 F254 25 aluminium sheets 20×20cm		1	No		
9	Leucine		25	gram		
10	Methionine		25	gram		
11	Alanine		25	gram		
12	Serine		10	gram		
13	Butanol (Analytical grade, purity>99%)		2.5	Liters		
14	Ethyl acetate (Analytical grade, purity>99%)		2.5	Liters		
15	Diethyl ether (Analytical grade, purity>99%)		2.5	Liters		
16	Dichloromethane (Analytical grade, purity>99%)		2.5	Liters		
17	Tetrahydrofuran (Analytical grade, purity>99%)		2.5	Liters		
18	Carbondisulphide (Analytical grade, purity>99%)		2.5	Liters		
19	Acetone (Analytical grade, purity>99%)		2.5	Liters		
20	Chromatography tank	glass tank	6	Units		

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21	Chromatogram sheets for paper chromatography (containing 100 Nos. in each pack)	(2" x 10")	1	Pack		
22	Inks (blue,green,black,red) One each		4	small bottles		
23	Litmus paper (Red) (containing 100 Nos. in each pack)		6	packs		
24	Litmus paper (Blue) (containing 100 Nos. in each pack)		6	packs		
25	Vaccume pump for vaccume distillation assembly	(Model AS20) vaccume=600mmHg	1	units		
26	TIC dveloping tanks	(L=15cm,H=10cm, W=10cm)	6	units		
27	Silicon grease for Lab apparatus		70	gram		
28	Rubber pipes(for inlet and outlet in distillation assembly)		10	meter		

Laboratory: Engineering Workshop

1	Work piece for lathe machine	25mm * 120 mm (Not polished with gas welding cutting)	30	No		
2	Work piece for fitting shop	50mm (width) * 70 mm (length) * 9mm (thickness) (Not polished with gas welding cutting)	30	No		
3	Welding rod	J38 No.12	1	dozen		
4	Carbide Cutting tools (1/2 in)	Right angle	4	No		
		parting	2	No		
		threading	2	No		
6	work piece for bench grinder square	3/4 in (Dia) * 18 in (length)	2	No		
7	Work piece for welding	2in (width) * 1/4 in (thickness) * 6in (length)	40	No		

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8	Tape	Nitto	10	No		
9	Electric cable	3/29, red and black coil	2	No		
10	Hacksaw blade	Eclipse	10	No		
11	Duster for dusting machine	Cotton	2	kg		
12	Grinding wheel	For carbide and other steel (10 inch)	2	No		

Laboratory: Heat Transfer Operations

1	Thermometers	(110°C)	15	No		
2	Mercury Thermometers	(360°C)	10	No		
3	Insulation Tape	(black color)	5	role		
4	Screw driver set	(SS)	1	No		
5	Basic Tool box/Toolkit for Laboratory	Standard	1	No		
6	Lab. Gloves (containing 100 Nos. in each pack)	(Asbestos/Nitrile) ; heat sensitive	1	Pack		
7	Copper-Rod (heat conduction through metallic rod apparatus)	2 feet length , 1" dia	1	Pcs.		
8	Temperature gauges	(150-200°C) ; ½ inches	8	No		
9	Temperature gauges	(150-200°C) ; ¼ inches	6	No		
10	Pressure gauges	(2 bar , ½ inches)	6	No		
11	Rotameter	(18 L/min ; ½ inches)	6	No		
12	Charging fan (for Forced Convection)	Padestal	1	No		
13	Stopwatch	standard , China (Casio)	3	No		

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14	Dusting Clothes	(cut pieces)	5	Kg		
15	Liquid Detergent (for glass ware)	Any , 6 in a pack	1	Pack		
16	Liquid Detergent (for hand wash)	Any , 6 in a pack	1	Pack		
17	Tissue Roll (for lab.)	Commercial grade , jumbo roll	5	Pack		
18	Electric Panel (With all necessary attachments)	To be provided by Vendor	1	No		
19	Thermocouple with read out units (for Shell & Tube , Edibon)	To be provided by Vendor	5	No		
20	Flow meters with read out units (Edibon , base unit)	To be provided by Vendor	4	No		
21	Good quality rubber pipe (or double pipe)	1" dia , local	15	Meters		
22	Clamps for Rubber pipe (for double pipe)	1 Or 1.5" dia	10	No		
Laboratory: Thermodynamics						
1	Carbon dioxide Gas cylinder	Refilling (Cylinder will be provided by CIIT)	3	kg		
2	Nitrogen Gas cylinder	Refilling (Cylinder will be provided by CIIT)	3	kg		
3	Acetone		2.5	Liters		
4	Di-ethyl ether		2.5	Liters		
5	Rubber Cork	Test tube size and funnel size	6	No		
6	Rubber Tube	10 ft	5	No		
7	Right angle Glass Tubes		5	No		
8	Distilled water cane		5	Liters		
9	Ethanol		2.5	Liters		

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10	Thermometer		5	No		
11	Stirrer		5	No		
12	Spatula		5	No		
13	Rubber Gloves (containing 100 Nos. in each pack)	Medium	2	Boxes		
Laboratory: Fuels & Combustion						
1	Aniline		2.5	Liters		
2	Kerosene Oil		2	Liters		
3	Lubricating Oil (5W-20)		4	Liters		
4	Lubricating Oil (20W-40)		4	Liters		
5	Petrol		2	Liters		
6	Coal tar		2	Kg		
7	Cotton Corps for Smoke Point Apparatus		24	No		
8	Diesel		2	Liters		
9	Silica Gel		1	kg		
10	Weighing Balance (Reading up to 1 decimal points)		1	No		
11	Thermometers	(100°C)	10	Thermo meters		
12	Thermometers	(360°C)	5	Thermo meters		
13	Porcelain Crucible	30cc or 50cc	12	Porcelai n Crucible		
14	Porcelain China Dish or equivalent	60cc or 100cc	12	Porcelai n China Dish		
15	Safety Gloves (for sample removing from furnace / oven)	(for sample removing from furnace / oven)	2	Gloves		

16	Lab. Safety Gloves (containing 100 Nos. in each pack)		1	Pack		
17	Lab. Safety Masks		1	No		
18	Tongs (for sample removing from furnace / oven)	SS-8"	3	No		
19	Test Tubes (for pour point / cloud point)		10	No		
20	Corks (for pour point / cloud point)		4	No		
21	Round Bottom Tube (for Aniline Point)	-	5	No		
22	Beakers (6 each)	100ml,250ml, 500ml	3	Set		
23	Liquid Detergent (for glass ware)	-	1	No		
24	Liquid Detergent (for hand wash)	-	1	No		
25	Brush for (washing glass ware)	-	2	Nos.		
26	Tissue Roll (for lab.)	Jumbo roll	1	Pack		
27	Needle (for penetration power experiment)		2	No		
28	Magnetic stirrer with Hot Plate (for aniline point apparatus)		1	No		
29	Stopwatch		3	No		
Laboratory: Particulate Technology						
1	Three Phase sub meter		1	Nos.		
2	Weighing Balance	2g-40kg	1	Nos.		
3	Hammer		2	Nos.		

4	Face Mask		2	Nos.		
5	Cloth Duster		2	Kg		
6	Mobil Oil (Machine)	commercial grade	5	Liters		
7	Pipe wrenches	8"+12"	2	Nos.		
8	Adjustable wrench	8"+12"	2	Nos.		
9	Hex key set	MM + inch size	2	Nos.		
10	Screw Driver set	15 pieces	1	Nos.		
11	Combination Pliers	8"	1	Nos.		
12	Extension Lead	20Amp	1	Nos.		
13	Lab Coat		2	Nos.		
14	Sieve Set	1-100 mesh size with pan	3	sets		
15	Brassica seed		20	kg		
16	Banula Seed		20	Kg		
Laboratory: Instrumentation & Process Control						
1	Thermocouple Amplifier MAX6675 with K-type Thermocouple Temperature Sensor _ A0305		2	Nos.		
2	Arduino Uno R3 (Micro Controller)		2	Nos.		
3	Insulator tape		2	Nos.		
4	USB-TC01 Thermocouple Measurement Device		1	No.		

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Laboratory: CRE						
1	HCl		7.5	Liter		
2	Ethyl acetate		5	Liter		
3	NaOH		5	kg		
4	Sodium Thiosulfate		2.5	kg		
5	Calcium Carbonate	Fine	5	kg		
6	Calcium Carbonate	Coarse	5	kg		
7	Methanol		5	Liter		
8	Fresh Vegetable Oil		5	Liter		
9	KOH		2.5	kg		
10	Weight Balance		1	Units		
11	Hot Plate with Magnetic Stirrer		2	Units		
12	Gas Syringe	100 ml syringe with moveable piston that should be fit on 500 mL conical flask	2	Units		
13	Titration Assembly/Funnel	1 liter Capacity	2	Units		
14	Thermometer	Maximum 120 ⁰ C	4	No.		
15	Stop Watches		3	No.		
16	Lab Coats		2	No.		
17	Beaker 100 mL		24	No.		

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18	Beaker 500 mL		10	No.		
19	Beaker 1L		4	No.		
20	Conical Flask	500 mL	3	No.		
21	Conical Flask	1000 mL	2	No.		
22	Measuring Cylinder 50 mL		3	No.		
23	Measuring Cylinder 100 mL		3	No.		
24	Pipet 10mL with sucker		3	No.		
25	Pipet 50 mL with sucker		3	No.		
26	Funnel		3	No.		
27	Stirrer	Glass made 8-12 In	6	No.		
28	Cloth Duster		1	kg		
29	Safety goggles	Splash preventing	8	No.		
30	Safety Gloves (containing 100 Nos. in each pack)	Rubber - Large size	10	box		
31	Safety Gloves (containing 100 Nos. in each pack)	Rubber - Medium size	9	box		
32	Safety Gloves (containing 100 Nos. in each pack)	Rubber - Small size	1	box		
33	Mask	To prevent the dust	5	Nos.		
34	Liquid Soap/Hand sanitizer	Standard size	3	Bottle		

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35	Liquid Detergents/Dishwasher	Standard Size	6	Bottle		
36	Cleaning Brush	Conical Flask, Small and Medium size	4	No.		
37	Scotch Brite or equivalent		4	No.		
38	Surf Excel or equivalent		3	kg		
Grand Total Amount (Rs) with all taxes						

Note:

- Purchase / work order (s) will be awarded on **Grand Total / Turnkey** basis.
- Please quote the rates on our BoQs, otherwise your bid may be rejected.
- Multiple prices of an item may lead to the rejection of item/bid.