



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

Tender No. CIIT-TN-13-16-705
Case # 1808

TERMS AND CONDITIONS

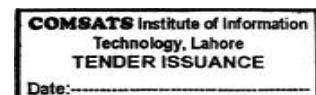
[All pages (BoQs & Terms & Conditions) are mandatory to be signed / stamped, failing which the bid may be rejected.]

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 **40 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 **July 20, 2016** on or before **1400hrs** and will be opened on the same date **at 1430hrs** 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

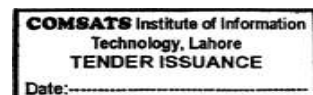
13. The envelope shall also bear the word "**CONFIDENTIAL**" and following identification quotation of "**Consumable Items for Master Thesis of Chemical Engineering Department, CIIT-Lahore**".

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 Consumable Items for Master Thesis of Chemical Engineering
Department, CIIT Lahore

Sr. #	Item Name	Specification	Qty	Prices should be quoted inclusive of all applicable taxes	
				Quoted Model/ Make/ Brand	Total Price (Rs.)
Chemicals					
1	Zirconium tetrachloride	Reagent grade	100	Gm	
2	Terephthalic acid	Reagent grade	500	G	
3	12-Tungstophosphoric acid	Reagent grade	25	G	
4	Monosodium 2-sulfoterephthalic acid	Reagent grade	25	G	
5	Hydrochloric acid	Reagent grade	1	Liter	
6	Nitric acid	Reagent grade	1	Liter	
7	N,N-dimethylformamide	Reagent grade	1	Liter	
8	Methanol	Reagent grade	1	Liter	

Signature & Stamp of Bidder

9	2-butanol	Reagent grade	1	Liter		
10	Oleic acid	Reagent grade	1	Liter		
11	Natural Rubber (NR) SMR 10 or equivalent	Commercial Grade	20	Kg		
12	Natural Rubber (NR) SMR 5 or equivalent	Commercial Grade	20	Kg		
13	Hydrogenated Nitrile Butadiene Rubber	Commercial Grade/(ACN 36%, Hyd 85%, Moone V 50-60) or equivalent	20	Kg		
14	Hydrogenated Nitrile Butadiene Rubber	Commercial Grade/(ACN 40%, Hyd 99%, Moone V 63-77) or equivalent	20	Kg		
15	Hydrogenated Nitrile Butadiene Rubber	Commercial Grade/(ACN 44%, Hyd 91%, Moone V50-60) or equivalent	20	Kg		
16	Hydrogenated Carboxylated Butadiene Nitrile ter polymer	Commercial Grade/(ACN 34%, Hyd 97%, Moone V 80) or equivalent	20	Kg		
17	S-SBR	Commercial Grade/(styrene 21%, Vinyl 63%) or equivalent	10	Kg		
18	Butadiene Nitrile Ruber	Commercial Grade/(ACN 28%, Moone V, ML 70) or equivalent	20	Kg		
19	Butadiene Nitrile Ruber	Commercial Grade/(ACN 18%, Moone V, ML 45) or equivalent	20	Kg		
20	Butadiene Nitrile Ruber	Commercial Grade/(ACN 34%, Moone V, ML 70) or equivalent	20	Kg		
21	Isopropyl Alcohol	Analytical Grade (Supplier must present exclusive agent certificate) 2.5 L	04	Bottles		
22	Dimethylformamide	Analytical Grade (Supplier must present exclusive agent certificate) 2.5 L	04	Bottles		
23	Chloroform	Analytical Grade (Supplier must present exclusive agent certificate) 2.5 L	04	Bottles		
24	Dichloromethane	Analytical Grade (Supplier must present exclusive agent certificate) 2.5 L	03	Bottles		

Signature & Stamp of Bidder

25	Methanol	Analytical Grade (Supplier must present exclusive agent certificate) 2.5 L	04	Bottles		
25	Ethanol	Analytical Grade (Supplier must present exclusive agent certificate) 2.5 L	04	Bottles		
26	Acetone	Analytical Grade (Supplier must present exclusive agent certificate) 2.5 L	04	Bottles		
27	N-Methyl-2- pyrrolidone	Analytical Grade (Supplier must present exclusive agent certificate) 2.5 L	04	Bottles		
28	Polysulfone Average Mn ~22,000 or equivalent	Powder Grade	500	G		
29	Tetrahydrofuran	Analytical Grade (Supplier must present exclusive agent certificate) 2.5 L	04	Bottles		
30	Parafilm		02	Nos		
31	Micropipettes	Glass (Containing 100 pipettes in one box)	1	Box		
32	1,4, dioxane	Analytical Grade (Supplier must present exclusive agent certificate) 2.5 L	02	Bottles		
33	Hexane	Analytical Grade (Supplier must present exclusive agent certificate) 2.5 L	03	Bottles		
34	Toluene	Analytical Grade (Supplier must present exclusive agent certificate) 2.5 L	03	Bottles		
Apparatus						
35	Teflon Autoclave	100ml	1	No.		
36	Media Bottles	250ml	4	Nos.		

Signature & Stamp of Bidder

37	Magnetic Stirrer with Hot Plate		1	No.		
38	Two neck round bottom flask	250ml	2	Nos.		
39	Reflux condenser		1	No.		
40	Thermometer		1	No.		

Note:

- Purchase / work order (s) will be awarded on **Item Wise** basis.
- Please quote the rates on our BoQs, otherwise your bid may be rejected.
- Quoted brand must be mentioned on **Quoted Model/Make/Brand** column.
- Multiple prices /brand of an item may lead to the rejection of item/bid.