



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

Tender No. CIIT-TN-13-16-756  
Case # 1898

**TERMS AND CONDITIONS**

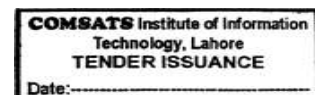
**[All pages (BoQs & Terms & Conditions) are mandatory to be signed / stamped, failing which the bid may be rejected.]**

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 **15 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. The bid should be submitted in a sealed envelope up to **November 16, 2016** on or before **1400hrs** and will be opened on the same date **at 1430hrs** in the presence of available bidders.
11. 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

12. The envelope shall also bear the word "**CONFIDENTIAL**" and following identification quotation of **"Electric Items and AC Items for Store Demand of Works"**.
13. The bid form (BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.

**Signature & Stamp of Bidder**



- 14. 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.
15. 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.
16. Deduction of Income Tax and any other tax will be deducted at source according to Government prevailing rules.
17. 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.
18. All prices should be quoted on F.O.R (Pak Rupees).
19. 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.
20. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
21. In case of any dispute, decision of the Director, CIIT will be final and binding upon the parties.
22. The CIIT reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
- 23. 05% of the total value of the Warranty items (Sr. # 5,6,7 for One Year), and (Sr. # 33,34,35 for Three Months) will be retained as security by COMSATS Institute of Information Technology, Lahore Campus, and will be released after Warranty Periods, which will be counted from the date of delivery / completion of work / supply.**
- 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.

- viii. The offer is received by telephone/telex/fax/telegram.
- ix. Any unsigned / ambiguous erasing, cutting / overwriting etc. is made.

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.

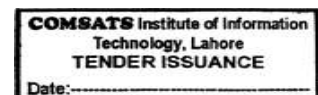
27. The undersigned affirm that the terms and conditions as contained in this document have been read and accepted and that in the event of selection of my/our rate the agreement in the prescribed form will be entered into:

- **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 Electric Items and AC Items for Store Demand of Works Dept. for CIIT-Lahore**

No change in the BoQs (Specs & Qty.) of CIIT, as detailed below, is allowed. Any additional information may be mentioned in the blank columns (i.e. model / brand or Price). Any modification in CIIT's BoQ may lead to rejection of bid (fully or partially).					Rates to be quoted inclusive of all (applicable) taxes		
Sr. #	Items Name with Specifications	Brand / Make	Quantity		Quoted Model / Brand	Unit Price (Rs.)	Total Amount (Rs.)
			Unit	Qty			
<b>Electric Items</b>							
1	Tube Rod 18 Watt	Philips or equivalent	Nos	100			
2	Tube Rod 40 watt	Philips or equivalent	Nos	100			
3	Starter S-10 (25Nos = 01 Box)	Philips or equivalent	Box	5			
4	Starter S-02 (25Nos = 01 Box)	Philips or equivalent	Box	5			
5	Energy Saver 23 Watt, Cool Day Light, I = 165mA, 66Lumens /Watt length of tube 3"of Energy Saver E-27 Type Replacement warranty 01 year required	Phillips or equivalent	Nos	700			
6	Energy Saver 80 Watt Cool Day Light, I = 350mA, 66 Lumens /Watt length of tube 5.5"of Energy Saver E-40 Type Replacement warranty 01 year required	Philips or equivalent	Nos	50			
7	Energy Saver 45 Watt Cool Day Light, I = 230mA, 66Lumens /Watt, E-27 Type, Replacement warranty 01 year required	Philips or equivalent	Nos.	30			

**Signature & Stamp of Bidder**



8	PVC Duct 16mm x 25mm (Good Quality) (10 Feet = 01 Length)	Adamjee or equivalent	Length	100			
9	PVC Duct 16mm x 38mm (Good Quality) (10 Feet = 01 Length)	Adamjee or equivalent	Length	50			
10	PVC Duct 25mm x 25mm (Good Quality) (10 Feet = 01 Length)	Adamjee or equivalent	Length	50			
11	PVC Duct 60mm x 60mm (Good Quality) (10 Feet = 01 Length)	Adamjee or equivalent	Length	100			
12	Light Plug Multi (Copper Point) with Box	KM or equivalent	Nos.	70			
13	Switch Button on / off	KM or equivalent	Nos.	200			
14	Socket Two pin	KM or equivalent	Nos	100			
15	Insulation Tape	Nitto or equivalent	Nos	150			
16	Dimmer (Good Quality for UPS)	Ittefaq or equivalent	Nos.	250			
17	Bulb Holder Holder (Big Base) S/T	KM or equivalent	Nos	70			
18	Power Plug Small (KM fitting)	KM or equivalent	Nos	50			
19	Drop out Cut out (D-Set) complete (Copper Points)	EMCO or equivalent	Nos.	1			
20	Capacitor 3.5 (Genuine)	Fuji or equivalent	Nos	100			
21	Capacitor 2.5 (Genuine)	Fuji or equivalent	Nos	50			
22	Two Pin Plug Shoo	Ittefaq or equivalent	Nos	60			
23	Cable 3/0.29 single core copper (01 Coil = 90 Meter)	GM or equivalent	Coil	8			
24	Cable 7/0.29 1-Core Copper (01 coil = 90 meter)	GM or equivalent	Coil	4			
25	Circuit Breaker 16 Amp S/Pole (Genuine)	Legrend or equivalent	Nos	100			
26	Circuit Breaker 20 Amp S/Pole (Genuine)	Legrend or equivalent	Nos	100			
27	Circuit breaker 32 Amp S/Pole (Genuine)	Legrend or equivalent	Nos.	60			
28	Circuit Breaker 30 Amp 3/Pole MCCB (Genuine)	Legrend or equivalent	Nos	30			
29	Circuit Breaker 100 Amp 3/Pole MCCB (IA 10 KA) (Genuine)	Legrend or equivalent	Nos	4			
30	Circuit Breaker 200 Amp 3/Pole MCCB (IA 10 KA) (Genuine)	Legrend or equivalent	Nos	2			
31	Circuit Breaker 600 Amp 3/Pole MCCB (as per sample) (Genuine)	Mitsubishi or equivalent	Nos.	1			
32	Magnetic contactor 60 Amp 220 Volt coil (Genuine)	LS or equivalent	Nos	50			

Signature &amp; Stamp of Bidder

Grand Total Amount of Sr. 1-32						
AC Items						
33	1.5 Ton Compressor Rotary Type including compressor Oil Note warranty of compressor must be 03 Months	Bristol or equivalent	Nos	10		
34	1.5 Ton Compressor Piston type including compressor oil Note: warranty of Compressor must be 03 Months	Bristol or equivalent	Nos	4		
35	2 Ton Compressor Rotary Type including Compressor Oil Note: warranty of Compressor must be 03 Months	Bristol or equivalent	Nos	10		
36	Gas Cylinder 410-A (Original)	USA or equivalent	Nos.	4		
37	Copper Rod (AC Welding)	Local	Kg	10		
38	AC compressor thimble copper	Local	Nos	200		
39	Connector strip 30 Amp (10 Point)	Local	Nos	50		
40	Connector strip 60 Amp (10 Point)	Local	Nos	50		
41	Capacitor 10uf (Original)	Fuji or equivalent	Nos	70		
Grand Total Amount of Sr. 33-41						

**Special Terms and conditions:**

- Purchase / Work order will be awarded on **Grand Total Amount** basis as mentioned in BoQs.
- Please submit the bid on our prescribed BoQs and clearly mention the quoted model / brands, otherwise your bid / item may be rejected.
- Multiple rates of an item may also lead to the rejection of bid / item.