



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

Tender No. CUI-LHR-TN-13-18-1160

Case #2522

Single Stage Two Envelop Procedure

Title of Tender: **Multimedia Projector, VGA Splitter, MM Screen, Computer, UPS, Speaker and MM Rostrum for Class Room D-119**

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,LC 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, 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 documents 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 20 days. The handing over / completion time for this contract is of critical importance.**
8. Your bid proposal should be inclusive of freight and all other taxes 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. 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.
11. The bid should be submitted in a sealed envelope up to **October 24, 2018** on or before **1400hrs** and will be opened on the same date **at 1430hrs** in the presence of available bidders.
12. COMSATS University Islamabad, Lahore Campus, will follow the PPRA rule of **single stage two envelope procedure**:
 - i. The bid shall comprise a single package containing **two separate envelopes**. Each envelope shall contain separately the **financial proposal** and the **technical proposal**;

- ii. The envelopes shall be marked as “**FINANCIAL PROPOSAL**” and “**TECHNICAL PROPOSAL**” in bold and legible letters to avoid confusion;
 - iii. Initially, only the envelope marked “**TECHNICAL PROPOSAL**” shall be opened;
 - iv. The envelope marked as “**FINANCIAL PROPOSAL**” shall be retained in the custody of the procuring agency without being opened;
 - v. The procuring agency shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements;
 - vi. During the technical evaluation no **amendments** in the technical proposal shall be permitted;
 - vii. The financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
 - viii. After the evaluation and approval of the technical proposal the procuring agency, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically nonresponsive shall be returned un-opened to the respective bidders;
 - ix. and
 - x. The bid found to be the lowest evaluated bid shall be accepted.
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 “**Multimedia Projector, VGA Splitter, MM Screen, Computer, UPS, Speaker and MM Rostrum for Class Room D-119**”.
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, Lahore Campus in time then the penalty will be charged 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 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.
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. Deduction of Income Tax and any other tax will be deducted at source according to Government prevailing rules.
- 19. Payment will be made 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.
- 20. All prices should be quoted on F.O.R (Pak Rupees).
- 21. All prices should be valid for at least **60 days**. Withdrawal or any modification of the original offer within the validity period shall entitle CUI, LC to forfeit the earnest money in favor of the CUI-Lahore and / or put a ban on such vendor participation in tenders / works.
- 22. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
- 23. In case of any dispute or grievance, the matter shall be addressed as per PPRA rules.
- 24. The CUI-Lahore reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
- 25. **05% of the total value of Invoice will be retained as security by COMSATS University Islamabad, Lahore Campus, and will be released after warranty period (Sr. # 3 & 5 for three years & Sr. # 2, 6, 7 & 8 for one year) which will be counted from the date of delivery / completion of work / supply.**
- 26. **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”. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal.**
- 27. 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.
- 28. 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.
- 29. 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 Multimedia Projector, VGA Splitter, MM Screen, Computer, UPS, Speaker and MM Rostrum for Class Room D-119, CUI-Lahore

Technical Portion (Please mention the quoted model/ brand in technical portion with no mention of price otherwise the bid will be rejected)

Sr . #	No change in the BoQs (Specs & Qty.) of CUI,LC, 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,LC’s BoQ may lead to rejection of bid (fully or partially).	Qty.		Please mention the quoted Model / Brand with meeting the all specifications mentioned in BoQs
	Item’s Name Specifications			
1	<p><u>Multimedia Projector</u> Brand: Panasonic, Epson, Hitachi or Equivalent Projection System: 3LCD Brightness: 3,000 Lumens Color Output: 3000 Lumens Minimum Contrast Ratio: 10,000:1 Native Resolution: 1,024 x 768 Lamp Life: ECO mode: 10,000 hours (minimum) Normal mode: Up to 5,000 hours Required Projected Distance: 120- 180 inches (minimum) Keystone Correction: Vertical: ±30°, Horizontal: ±15° (Manual) Video Input: VGA, HDMI Network Port: RJ45 Accessories: Remote, carry bag and universal ceiling mount kit having L-key screws. Warranty: 3 years onsite warranty.</p>	01	Nos.	
2	<p><u>VGA Switch Splitter</u> VGA Switch Splitter: Brand: DTECH, Model: DT-7037 or Equivalent Input Method: 2 input 2 output. Video Bandwidth: 500MHz Transmission Range: Minimum 200 feet. Resolution Supports: 2048 * 1536 Installation Method: Plug & play. VGA switch splitter compatibility: must be compatible with existing class room IT step. Demo: will be required along with Multimedia Projector demo. Warranty: One-year onsite warranty.</p>	01	Nos.	
3	<p><u>Multimedia Projection Screen</u> Brand: Lucky or Equivalent Manual multimedia projection screen Screen Size: 6*8</p>	01	Nos.	

4	<p><u>Supply and Installation of Material</u> Scope of Work: a) Installation of multimedia projector mounting kit b) Installation of power cable: Brand: Pakistan cable\G.M cable or Equivalent Size: 23*76, Multimedia Projector to the rostrum including earth wire. 3) Installation of Network cable: Brand: Molex \ 3M or Equivalent Size: 23 gages d) Installation of duct in class room. Brand: Adam G\ Popular Duct Size 16*38. Demo Required Before Installation: i) Power Cable ii) Network Cable iii) Duct</p>	01	Job	
5	<p><u>Desktop Computer Systems</u> Core i5 Dell/ HP/ Lenovo or Equivalent Imported Branded Machine Processor: 6th Gen Intel Core i7 or Better with 8 MB Cache Memory: 16GB DDR4 Hard disk: 250 SSD, Built-in: HD Display, Gigabit Ethernet, In/Out Audio, speaker Display LED: 18.5" Inch with 1366*768 or higher resolution with Power & Display Cables. Accessories: Keyboard, Mouse, Power Cables. Warranty: 3 Years manufacturer standard warranty, onsite support and warranty on website with parts replacement.</p>	01	Nos.	
6	<p><u>2 KVA UPS</u> UPS Brand: APC/ Emerson/ Equivalent Capacity: 2000VA Topology: Line Interactive Waveform type: Step-Sine Wave Built-in AVR: Yes Rated Input Voltage: 230Vac Input Voltage range for main operation: 180- 275Vac Input Frequency Range: 50Hz, ±5% Nominal Output Voltage: 230Vac Battery Type: Maintenance free Sealed Lead Acid & Leak Proof Battery Backup Time: 5 minutes at full Load Typical Recharge time: 8 hours up to 90% Computer Interface for safe shutdown: Yes Warranty: 1-year onsite warranty including batteries</p>	01	Nos.	
7	<p><u>Column Speaker, and Mixer Amplifier</u> Brand: ITC, Model: T-902P or Equivalent Rated Power:40W, Max Power:60W Dimensions: 190 x 240 x 615mm, with mounting bracket fixed by screw. Warranty: One-year onsite warranty.</p>	01	Nos.	
	<p><u>Brand: ITC, Model T-120 Mixer Amplifier or Equivalent</u> Rated Output:120 W Frequency Response: (-3db):50 - 16000 Hz Dimensions Details: Width: 0,484 m, Height 0,88 m, Length 0,335 m Warranty: One-year onsite warranty.</p>	01	Nos.	

8	<p><u>Bardl Dual Channel UHF Wireless Microphone Receiver</u> or equivalent (Professional Series) Dual Channel UHF Wireless Microphone Receiver Microphone Receiver Brand: Bardl Dual ChannelUHFModel:8000 or equivalent i)Microphone, Model: UK-800H,Electret Condenser Type: UHF Frequency, Dynamic Cardioid, Color: Black ii)Brand: BARDL-UK Wired Microphone, Model: HM-008, Electret Condenser Type: UHF Frequency. iii)Brand: China, Head set Microphone, Electret Condenser Type, UHF Frequency Warranty: One-year onsite warranty.</p>	01	Nos.	
9	<p><u>Rostrum</u> Imported lamination Fomite: 8911, Deco paint, Glass tempered: 8mm tampered glass, Slides: Tray Channel Brand FHS Hardware, high quality slides. Internal Wiring: 3 Core Copper Cable Flexible Wire should be 23/76, cables should be managed properly inside rostrum, Power Socket: with 6 United Kingdom13A-250V, Duplex Outlet (UK1-13R), BS 1363 A Type G Socket, Color White, Power Breaker: Schneider 32 Amp Double Pole B Curve MCB 10kA, Neo Break, Exhaust Fan: 4 inch with AC power both sides, Rostrum Logo Stainless steel logo should be fixed in center of front Plate(Center mean Left to Right & Top to bottom), Logo Size:9.5, Rostrum Edge: The rostrum edges of Front Plate should be sharp (rectangle type), Rostrum Dimension: Dimensions height 4ft, width 2.2f, Depth 2f, Revolving wheels : High quality of 04 revolving wheels. Note: Sound System and VGA Splitter fitting (LED, Sound System, VGA Splitter will be provided by TAS Section) Sample is available at CUI-Lahore Campus.</p>	01	Nos.	

Technical Evaluation Criteria;

- All the bids shall be evaluated against the technical requirements mentioned above.
- All necessary documents / certificates shall be checked / verified from concerned Principal / Manufacturer / website or through email.
- BoQs / specifications of the quoted model / brand shall be checked from brochure / product sheet or from website of the manufacturer.

Vendor Qualification Criteria

Vendor Qualification	Document Needed	Item No.	Required Yes /No
Authorized Tier 1/Platinum/Gold/Level Partnership/Authorized service provider	Certificate from Principal/Manufacturer	1, 5, 6	Yes
Authorized Tier II/Dealer/Reseller	Certificate from Principal/Manufacturer/Distributor	1, 5, 6	Yes
Warranty Coverage from Manufacturer/Principal	Letter from Principal/Manufacturer OR Email from Manufacturer	1, 5, 6	Yes
Product Support Period No of 05 Years	Letter from Principal/Manufacturer OR Email from Manufacturer OR Online from Manufacture Website	1, 5, 6	Yes

Product Qualification Criteria (for ITEM NO. 3-10)

- If the product offered by vendor, failed to meet the specifications / standards mentioned in the BOQ, it will be rejected straightaway no further consideration will be given. Also, if the offered product has better specifications than the requirement of BOQ it will be accepted.

(Marking Criteria for ITEM NO. 1-3)

Sr.#	Category	Requirements	Values	Individual Score
1.	<u>BOQ</u>	<ul style="list-style-type: none"> As per BOQ 	<ul style="list-style-type: none"> Technical Specification 	<u>65</u>
2.	<u>Demonstration</u>	<ul style="list-style-type: none"> Onsite Demonstration 	<ul style="list-style-type: none"> Onsite Demonstration of the quoted product with all the required accessories 	<u>35</u>
<u>Total Marks</u>				<u>100</u>

Weight age Criteria:**Technical Evaluation Score: 70 %****Financial Score: 30 %****Note: To qualify in technical bid the bidder should obtain min 50 marks in BOQ.****Procurement Procedure**

Issuance of Purchase Order	<u>Item Wise Basis</u>	Item No 5-6,9
	Turnkey Basis / Grand Total Amount Basis	Item no. 1-4, 7-8
<u>Evaluation System</u>	Point System	1-3
	Demo	3-4,7-8

Installation and Warranty Instructions

Sr #	Term and Conditions	Item #	Required Yes /No
1.	Complete Installation of Rostrum, Network cables and VGA Cables within the 05 days of the delivery of the equipment.	4	Yes
2.	Faulty/ Dead part will be replaced during the warranty period instead of repairing.	1,5,6	Yes

Financial Portion (Price and Brand/Model to be mention only in Financial Proposal in a separate sealed envelope with Complete Terms & Conditions)

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

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

Signature & Stamp of Bidder

Sr. #	Item Name & Specification	Qty.	Quoted Model / Brand	Unit Price (Rs.)	Total Amount (Rs.)
1	<p>Multimedia Projector Brand: Panasonic, Epson, Hitachi or Equivalent Projection System: 3LCD Brightness: 3,000 Lumens Color Output: 3000 Lumens Minimum Contrast Ratio: 10,000:1 Native Resolution: 1,024 x 768 Lamp Life: ECO mode: 10,000 hours (minimum) Normal mode: Up to 5,000 hours Required Projected Distance: 120- 180 inches (minimum) Keystone Correction: Vertical: ±30°, Horizontal: ±15° (Manual) Video Input: VGA, HDMI Network Port: RJ45 Accessories: Remote, carry bag and universal ceiling mount kit having L-key screws. Warranty: 3 years onsite warranty.</p>	01	Nos.		
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3	<p>Multimedia Projection Screen Brand: Lucky or Equivalent Manual multimedia projection screen Screen Size: 6*8</p>	01	Nos.		
4	<p>Supply and Installation of Material Scope of Work: a) Installation of multimedia projector mounting kit b) Installation of power cable: Brand: Pakistan cable \ G.M cable or Equivalent Size: 23*76, Multimedia Projector to the rostrum including earth wire. c) Installation of Network cable: Brand: Molex \ 3M or Equivalent Size: 23 gages d) Installation of duct in class room. Brand: Adam G \ Popular Duct Size 16*38. Demo Required Before Installation: iv) Power Cable v) Network Cable vi) Duct</p>	01	Nos.		

5	<p><u>Desktop Computer Systems</u> Core i5 Dell/ HP/ Lenovo or Equivalent Imported Branded Machine Processor: 6th Gen Intel Core i7 or Better with 8 MB Cache Memory: 16GB DDR4 Hard disk: 250 SSD, Built-in: HD Display, Gigabit Ethernet, In/Out Audio, speaker Display LED: 18.5” Inch with 1366*768 or higher resolution with Power & Display Cables. Accessories: Keyboard, Mouse, Power Cables. Warranty: 3 Years manufacturer standard warranty, onsite support and warranty on website with parts replacement.</p>	01	Nos.			
6	<p><u>2 KVA UPS</u> UPS Brand: APC/ Emerson/ Equivalent Capacity: 2000VA Topology: Line Interactive Waveform type: Step-Sine Wave Built-in AVR: Yes Rated Input Voltage: 230Vac Input Voltage range for main operation: 180- 275Vac Input Frequency Range: 50Hz, ±5% Nominal Output Voltage: 230Vac Battery Type: Maintenance free Sealed Lead Acid & Leak Proof Battery Backup Time: 5 minutes at full Load Typical Recharge time: 8 hours up to 90% Computer Interface for safe shutdown: Yes Warranty: 1-year onsite warranty including batteries</p>	01	Nos.			
7	<p><u>Column Speaker, and Mixer Amplifier</u> Brand: ITC, Model: T-902P or Equivalent Rated Power:40W, Max Power:60W Dimensions:190 x 240 x 615mm, with mounting bracket fixed by screw. Warranty: One-year onsite warranty.</p>	01	Nos.			
	<p><u>Brand: ITC, Model T-120 Mixer Amplifier or Equivalent</u> Rated Output:120 W Frequency Response: (-3db):50 - 16000 Hz Dimensions Details: Width: 0,484 m, Height 0,88 m, Length 0,335 m Warranty: One-year onsite warranty.</p>	01	Nos.			
8	<p><u>Bardl Dual Channel UHF Wireless Microphone Receiver</u> or equivalent (Professional Series) Dual Channel UHF Wireless Microphone Receiver Receiver Brand: Bardl Dual ChannelUHFModel:8000 or equivalent i)Microphone, Model: UK-800H,Electret Condenser Type: UHF Frequency, Dynamic Cardioid, Color: Black ii)Brand: BARDL-UK Wired Microphone, Model: HM-008, Electret Condenser Type: UHF Frequency. iii)Brand: China, Head set Microphone, Electret Condenser Type, UHF Frequency Warranty: One-year onsite warranty.</p>	01	Nos.			

9	<p>Rostrum Imported lamination Fomite: 8911, Deco paint, Glass tempered: 8mm tempered glass, Slides: Tray Channel Brand FHS Hardware, high quality slides. Internal Wiring: 3 Core Copper Cable Flexible Wire should be 23/76, cables should be managed properly inside rostrum, Power Socket: with 6 United Kingdom 13A-250V, Duplex Outlet (UK1-13R), BS 1363 A Type G Socket, Color White, Power Breaker: Schneider 32 Amp Double Pole B Curve MCB 10kA, Neo Break, Exhaust Fan: 4 inch with AC power both sides, Rostrum Logo Stainless steel logo should be fixed in center of front Plate (Center mean Left to Right & Top to bottom), Logo Size: 9.5, Rostrum Edge: The rostrum edges of Front Plate should be sharp (rectangle type), Rostrum Dimension: Dimensions height 4ft, width 2.2f, Depth 2f, Revolving wheels : High quality of 04 revolving wheels. Note: Sound System and VGA Splitter fitting (LED, Sound System, VGA Splitter will be provided by TAS Section) Sample is available in CUI-Lahore Campus.</p>	01	Nos.			
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Special Terms and conditions;

1. Please submit the technical and financial bid (s) on CUI-Lahore Campus prescribed BoQs and clearly mention the quoted model brands and also attach the terms and conditions (signed, stamped) with both bids, otherwise your bid (s) may be rejected.
2. Kindly attach the tender fee with Technical Bid and Bid money / CDR with Financial Bid.
3. Purchase / work order shall be awarded **for Sr. # 1 to 4 & 7 to 8 on turnkey basis and for item Sr. # 5 to 6 & 9 on item wise basis.**
4. Multiple rates of an item may also lead to the rejection of bid / item.