



COMSATS University Islamabad (CUI), Lahore Campus

Defence Road, Off Raiwind Road, Lahore

Tender No. CUI-LHR-TN-13-20-1353

Case # 3008

Single Stage One Envelop Procedure

Title of Tender: **Lab Items for Undergraduate Lab for Spring 2020, Department of Chemical Engineering**

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, Lahore Campus 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 document 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 30 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 and to be delivered at CUI, Lahore Campus's premises.
9. After opening of bids, CUI, 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 **February 26, 2020** 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 University Islamabad, Lahore Campus
Defence Road, Off Raiwind Road, Lahore.
Tel: 042-111-001-007, Ext: 875

Signature & Stamp of Bidder

The envelope shall also bear the word “**CONFIDENTIAL**” and following identification quotation of **“Lab Items for Undergraduate Lab for Spring 2020, Department of Chemical Engineering”**.

13. The bid form (BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.
14. **If the vendor fails to deliver the goods / services to COMSATS University Islamabad (CUI), Lahore Campus within the given deadline, any of the following can be opted by CUI Lahore campus on the recommendation of the end user and approval of the authority;**
 - a. An extension in the delivery period may be granted in case a valid reason/justification with necessary documentary evidence is provided by the vendor supporting the reason for delay.
 - b. A penalty upto 10% of the invoice value may be charged.
 - c. Purchase order may be cancelled along with confiscation of earnest money if the vendor fails to deliver the goods / services after the initial or extended delivery time, as the case may be.
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 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.
18. All prices should be quoted on **F.O.R (Pak Rupees) inclusive of all taxes.**
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 CUI-Lahore Campus to forfeit the earnest money in favor of the CUI-Lahore Campus and / or put a ban on such vendor participation in CUI 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 or grievance, the matter shall be addressed as per PPRA rules.
22. The CUI-Lahore Campus reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
23. **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”.**
24. COMSATS University Islamabad, Lahore Campus reserves the rights to 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.

25. 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.
26. 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 Lab Items for Undergraduate Lab for Spring 2020, Department of Chemical Engineering

<p>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:</p> <ol style="list-style-type: none"> 1. The bid may be rejected on the reason of ambiguity (OR) 2. 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 					
<p>No change in the BoQs (Specs & Qty.) of CUI-Lahore Campus, 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-Lahore Campus BoQ may lead to rejection of bid (fully or partially).</p>				<p>Prices to be quoted inclusive of all applicable taxes</p>	
Sr. #	Item's Name	Qty.		Quoted Model / Brand /Make	Total Price (Rs.)
1	Phenol (Solid) CAS Number: 108-95-2 (lab scale) or equivalent (500g)	1	No.		
2	Methanol CAS Number: 89-78-1 or equivalent (1L)	1	No.		
3	Compressed Sulphur Hexafluoride Gas Cylinder Item no. PHYWE 41772-21. (74g), Apparatus Name: Critical Point Apparatus, Model No.: PHYWE 04364.10	1	No.		

	(Gas Cylinder must be compatible with Equipment placed in Chemical Engineering Department otherwise supply may be rejected)				
4	Compressed Carbon dioxide Gas Cylinder Item no. PHYWE 41772-06. (22g). Equipment Name: Thermal Conductivity of Gases. Order number: 36670.10. Serial number: 409 00259901 (Gas Cylinder must be compatible with Equipment placed in Chemical Engineering Department otherwise supply may be rejected)	1	No.		
5	Gas Syringe (100ml) Item no. PHYWE 02614.00 China, Apparatus Name: Molar Mass of Gases. Model number is not available. Apparatus consists of vacuum gauge, pump and gas container. (Gas Sryinge must be compatible with Equipment placed in Chemical Engineering Department otherwise supply may be rejected)	4	Nos.		
6	Heating Element of Calorimeter	2	Nos.		
7	Lab Coats (01 Medium No.) (02 Large Nos.)	3	Nos.		
8	Safety Goggles Local	12	Nos.		
9	Liquid Detergent (for glass ware) Local (Max or equivalent)	2	Nos.		
10	Liquid soap (for hand wash) Local (Dettol or equivalent)	3	Nos.		
11	Tissue Roll (for lab.) Local (small Size) (6 rolls in 1 pack)	2	Packs		
12	Aniline Point Test Tubes China (Standard size) or equivalent sample as available in Chemical Engineering Department	4	pcs		

13	Petrol	2.5	Ltr		
14	Kerosine Oil	2.5	Ltr		
15	Diesel Oil	2	Ltr		
16	Engine oil (Zic or equivalent) 5W-20	250	ml		
17	Engine oil (Zic or equivalent) 10W-20	250	ml		
18	Engine oil (Zic or equivalent) 20W-40	250	ml		
19	Weight Balance Ohaus 72212665, Model CS5000 or equivalent Compact Weighing Scale / Portable Balance, 5000g x 1g	1	No.		
20	Weight Balance SF-400C, China or equivalent Electronic Compact Scale	2	Pcs		
21	Lab Coats (Local)	5	Pcs		
22	Gloves Local (Surgical gloves) Medium	1	Packs		
23	Towel 24"x48" - Local	1	No.		

24	Temperature Sensor (Without Thermo-well): Sensor Type: Thermocouple, K-Type (Nos) Stem Length and Dia: As per sample Process Connection: 1/2" NPT-M Electrical Connection: Cermical Terminal Block (Mounted in Head) Yamari, Japan or equivalent	4	Nos.		
25	Dusting Clothes Local	1	Dozen		
26	Cloth Duster Local	3	Dozen		
27	Bricks (For Experiments) Local (9"x4.5"x3")	50	Nos		
28	Liquid soap (for hand wash) Local (Dettol) or equivalent	2	Nos		
29	Dusting Gloves (China / Local or equivalent) Nitrile Gloves for Chemical Safety = 33cm	3	Pairs		
30	Door Locks (China / Local) Tri-Circle Hardened Steel Shackle Type 50mm or equivalent	3	Nos		
31	Machine oil (For Lubrication of Machines) Caltex or Total or equivalent	5	Liter		
32	Towel (for cleaning hands) 24"x48" - Local	2	Nos		
33	Dust Mask China or equivalent	2	Pack		

34	Pressure Transmitter (without Syphone): Sensing Range: 0 ~ 2 bar (No) Output: 4 ~ 20 mA, 2-Wire Power Supply: 24V DC Electrical Conneciton: DIN-Connector Process Connection: 1/4" NPT-M Material: SS316 SnzhTech / Equivalent	1	No.		
35	Weight Balance Digital with minimum weight measurement of 0.01 gm	1	No.		
36	Lab Coat Medium	2	No.		
37	Measuring cylinders 100 mL (glass) China or equivalent	12	No.		
38	Safety goggles Splash preventing	2	No.		
39	Stirrer/ Glass rods China or equivalent	12	No.		
40	Gas syringe 100 mL (glass) China or equivalent	2	Box		
41	Mask To prevent the dust	1	Pack		
42	Liquid Soap/Hand sanitizer Standard size (Dettol) or equivalent	6	Bottle		
43	Liquid Detergents/Dishwasher Standard Size (Max) or equivalent	6	Bottle		
44	Distilled water	25	Litre		

45	Flexible pipe (Silicon pipe) 5 feet long. External diameter: 8mm. Internal diameter: 5mm	1	No.		
46	Ethanol Commercial Grade	30	liter		
47	Methanol Commercial Grade	20	liter		
48	Coffee Jar Nescafe or equivalent (200g)	3	Nos.		
49	Battery Cell Nominal voltage: 9 V Impedance: 1,700 m-ohm @ 1 kHz	10	Nos.		
50	Water Rotameter 0 - 100 LPM (Liter per minute)	1	No.		
51	Hygrometer HTC-2 Thermo/Hygrometer Clock or equivalent	2	Nos.		
52	Silicon Tube Tube diameter = 6 mm	30	Feet		
53	Liquid soap (for hand wash) Liquid (Lifebouy) or equivalent 220 ml	3	Nos.		
54	Air Velocity Meter / Anemometers Wind Speed Measurement = 2 - 30 m/s Temperature Measurement = 0 - 50C	1	No.		
55	Tissue Paper Roll Rose Petal (Big) or equivalent	3	Nos.		
56	Lab Coat Extra Large Size (XXL)	2	Nos.		

57	Lab Safety Goggles Safety Goggles	2	Nos.		
58	Tissue Paper Roll Rose Petal (Bigger) or equivalent	3	Nos.		
59	Repair of Spray Dryer HMI Bidders are requested to kindly visit the CUI-Lahore Campus (CHEMTO Lab Chemical Engineering Department) and inspect the machine before quoting price.	01	Job		

Bid Evaluation Criteria

All bids shall be evaluated in accordance with the following evaluation criteria and other terms & conditions set forth in this bidding document.

- The bids shall be evaluated to strictly ensure that the quoted brand/ model meet all the BoQ/ specification requirements given in the tender document for each item.
- In addition to the BoQ requirements, vendors must meet the vendor qualification criteria /company profile requirements (if any), as set forth in this tender document.
- Supporting literature of the quoted model must be attached for verification & technical evaluation of the required specification by the technical committee. In case of any clash is found between the quoted model and the supported literature may lead to rejection of bid.

Special Terms and conditions;

- i. Please submit bid (rates) on our prescribed BoQs Form and clearly mention the quoted model / brands, with complete terms and conditions signed, stamped with bids, otherwise your bid (s) may be rejected.
- ii. **Bidders are requested to kindly visit the CUI-Lahore Campus (Chemical Engineering Department) and inspect the samples of all items before quoting price.**
- iii. Chemicals which require special conditions e.g. low temperature etc. must be provided as such otherwise their delivery will not be accepted.
- iv. The packing should contain a label showing verifiable/traceable catalogue / lot number of Chemicals.
- v. Under no circumstances should re-packed chemicals be provided.
- vi. Purchase / work order (s) will be awarded on **Item Wise Basis** as mentioned in BoQs.
- vii. **Multiple rates of an item may also lead to the rejection of bid / item.**