



# COMSATS University Islamabad, Lahore Campus

Defence Road, Off Raiwind Road, Lahore

Tender No. CUI-LHR-TN-21-1489

Case # 3374

## Single Stage One Envelope Procedure

**Title of Tender:** Labware for Dr. Arsalan Ahmed, Department of IRCBM

### A. GENERAL 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 (GST & Income Tax), 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 taxes to be 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. In case more than one bidder have quoted same rates for an item; the bidder securing more items (in terms of cost) will be awarded the specific item.
11. Purchase order (s) will be awarded to the lowest evaluated or technically recommended bidder (s) on the basis of item wise / subtotal wise / grand total wise according to the nature of BoQs.
12. The bid should be submitted in a sealed envelope up to **July 14, 2021** on or before **1400hrs** and will be opened on the same date **at 1430hrs** in the presence of available bidders. In case of any holiday is announced by the Govt. OR any unforeseeable circumstances that prevent the tender from being opened on the date announced (Force Majeure Situation), the tenders will be opened on the very next working day. Timing will remain as mentioned in the tender notice.
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 **“Labware for Dr. Arsalan Ahmed, Department of IRCBM”**
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 (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.
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. Any defective / sub-standard item (s) will be replaced by the bidder in same quoted cost. In case of failure to supply the specific item, CUI-Lahore may issue PO to next lowest bidder to supply the item while the difference of amount will be deducted from the 1st lowest bidder’s earnest money.
19. Deduction of Income Tax and any other tax will be deducted at source according to Government prevailing rules.
20. 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.
21. All prices should be quoted on F.O.R (Pak Rupees).
22. All prices should be valid for at least **120 days**. Withdrawal or any modification of the original offer within the validity period shall entitle CUI- Lahore to forfeit the earnest money in favor of the CUI-Lahore and / or put a ban on such vendor participation in tenders / works.
23. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
24. In case of any dispute or grievance, the matter shall be addressed as per PPRA rules.
25. The CUI-Lahore Campus reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
26. The prices / cost will be considered as inclusive of all applicable taxes.
27. CUI-Lahore Campus shall disqualify any firm(s), if at any stage; it finds that the information submitted, or documents provided are inaccurate, fake, ambiguous or incomplete.

28. **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”. Which shall be released after the completion of work / supply on submission of written request on firm / company letterhead. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal.**
29. 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.
30. 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.
31. 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.**

**B. BoQs of Labware for Dr. Arsalan Ahmed, Department of IRCBM, CUI-Lahore**

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:

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

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

Sr. #	Item Name	Specifications	Qty		Quoted Model / Brand	Unit Price (Rs.)	Total Price (Rs.)
1	Measuring cylinders	10 mL, Borosilicate glass or equivalent, With graduation	3	Nos			
		50 mL, Borosilicate glass or equivalent, With graduation	3	Nos			
		100 mL, Borosilicate glass or equivalent, With graduation	3	Nos			
<b>Sub Total Amount (Rs.) of Sr. # 1</b>							
2	Volumetric Flasks	25 mL, Borosilicate glass or equivalent	6	Nos			
		50 mL, Borosilicate glass or equivalent	6	Nos			
		100 mL, Borosilicate glass or equivalent	6	Nos			
		250 mL, Borosilicate glass or equivalent	3	Nos			
<b>Sub Total Amount (Rs.) of Sr. # 2</b>							
3	Conical flasks	50 mL, Borosilicate glass or equivalent	6	Nos			
		100 mL, Borosilicate glass or equivalent	6	Nos			
		250 mL, Borosilicate glass or equivalent	6	Nos			
4	Round bottom flasks	250 mL, Borosilicate glass or equivalent	3	Nos			
5	Culture flask	75cm <sup>2</sup> , canted neck, vented cap for gas exchange, gamma sterilised	50	Nos			

6	Flask support stand	For round bottom flasks safety	2	Nos			
<b>Sub Total Amount (Rs.) of Sr. # 3 to 6</b>							
7	Beakers	50 mL, Borosilicate glass or equivalent, With graduation	6	Nos			
		100 mL, Borosilicate glass or equivalent, With graduation	6	Nos			
		250 mL, Borosilicate glass or equivalent, With graduation	6	Nos			
		1000 mL, Borosilicate glass or equivalent, With graduation	2	Nos			
8	Funnels	70 mm, Borosilicate glass or equivalent	2	Nos			
		120 mm, Borosilicate glass or equivalent	2	Nos			
9	Separating funnels	250 mL, Borosilicate glass or equivalent	2	Nos			
10	Glass stirring rods	Borosilicate glass or equivalent	6	Nos			
<b>Sub Total Amount (Rs.) of Sr. # 7 to 10</b>							
11	Petri dishes	60 mm, Borosilicate glass or equivalent	6	Nos			
		120 mm, Borosilicate glass or equivalent	6	Nos			
12	Petri dishes (bacterial culture)	With vents, polystyrene or equivalent, heat resistant	100	Nos			
		Without vents, polystyrene or equivalent, heat resistant	100	Nos			
13	Petri dishes (cell culture)	Minimum cell attachment/protein absorption, polystyrene or equivalent, gamma sterilized, vents for gas exchange	50	Nos			
14	Petri dish stand	Safely transport incubate or store petri dishes, Material: polypropylene or equivalent, autoclavable	2	Nos			
<b>Sub Total Amount (Rs.) of Sr. # 11 to 14</b>							

15	Digital Thermometer	-50-200 °C or better, accuracy $\pm 1$ °C, battery life 3000 h or better, extremely fast piercing probe	1	No.			
16	Digital vernier caliper	Stainless steel or equivalent, 5 digits LCD display, accuracy $\pm 0.05$ mm or better	1	No.			
17	Digital timer	LCD display, programmable up to 23 h or better, with audible alarm, bench stand, pocket clip with magnet	1	No.			
18	Brushes	Set of Brushes (Pipette brush, syringe brush, test tube brush, flask brush, beaker brush)	3	Sets			
19	Set of Rubber cones	Seals made of natural rubber or equivalent, size range: 21-89 mm	2	Sets			
<b>Sub Total Amount (Rs.) of Sr. # 15 to 19</b>							
20	Micropipette	0.2-2 $\mu$ L variable volume, must accommodate standard pipette tips	1	No.			
		2-20 $\mu$ L variable volume, must accommodate standard pipette tips	1	No.			
		20-200 $\mu$ L variable volume, must accommodate standard pipette tips	1	No.			
		100-1000 $\mu$ L variable volume, must accommodate standard pipette tips	1	No.			
21	Pipette tips	0.2-2 $\mu$ L	200	Nos			
		2-20 $\mu$ L	200	Nos			
		20-200 $\mu$ L	200	Nos			
		100-1000 $\mu$ L	200	Nos			

22	Tip boxes	0.2-2 $\mu$ L	1	No.			
		2-20 $\mu$ L	1	No.			
		20-200 $\mu$ L	1	No.			
		100-1000 $\mu$ L	1	No.			
23	Graduated glass pipette	1 mL, Borosilicate glass or equivalent	6	Nos			
		10 mL, Borosilicate glass or equivalent	6	Nos			
24	Pipette filler	Manual operated, for use with common pipette	1	No.			
25	Micropipette stand	6 place pipettes stand or better, clear acrylic or equivalent	1	No.			
<b>Sub Total Amount (Rs.) of Sr. # 20 to 25</b>							
26	Syringe filters (organic)	0.2 $\mu$ m pore size, Hydrophobic PTFE membrane or equivalent, with female luer-lock inlet, male luer slip outlet	50	Nos			
		0.45 $\mu$ m pore size, Hydrophobic PTFE membrane or equivalent, with female luer-lock inlet, male luer slip outlet	50	Nos			
27	Syringe filters (aqueous)	0.2 $\mu$ m pore size, Hydrophilic cellulose membrane or equivalent, with female luer-lock inlet, male luer slip outlet	50	Nos			
		0.45 $\mu$ m pore size, Hydrophilic cellulose membrane or equivalent, with female luer-lock inlet, male luer slip outlet	50	Nos			

28	Syringe filters (cell culture)	0.2 $\mu\text{m}$ pore size, For cold sterilization of biological samples and cell culture media components	100	Nos			
		0.45 $\mu\text{m}$ pore size, For cold sterilization of biological samples and cell culture media components	100	Nos			
<b>Sub Total Amount (Rs.) of Sr. # 26 to 28</b>							
29	Wash bottles	125 mL, Chemical resistant, Screw cap with jet	2	Nos			
		250 mL, Chemical resistant, Screw cap with jet	2	Nos			
30	Aluminum foil	For wrapping and sealing	3	Packs			
31	Parafilm sealing film	For sealing samples	3	Packs			
32	Safety goggles	Light, with side frames, transparent	1	No.			
33	Face masks	Non-woven, soft with nose wire, 50 pieces in one pack	3	Packs			
<b>Sub Total Amount (Rs.) of Sr. # 29 to 33</b>							
34	Spoon spatula	Steel 18/10	2	Nos			
35	Spatula set	(Micro spoon-spatula, Double spatula, Powder spatula, Micro-powder spatula, Micro double spatula)	1	Set			
36	Weighted rings	For stabilizing glassware, prevent drifting of glassware	3	Nos			
<b>Sub Total Amount (Rs.) of Sr. # 34 to 36</b>							



37	Falcon tubes	15 mL, Conical, self-sealing screw caps, volume graduation and marking area	100	Nos			
		50 mL, Conical, self-sealing screw caps, volume graduation and marking area	100	Nos			
38	NMR tubes	Borosilicate glass or equivalent, with cap and marking spot	20	Nos			
<b>Sub Total Amount (Rs.) of Sr. # 37 to 38</b>							
39	Glass syringe	10 mL, Air-tight glass, metal luer lock	3	Nos			
		50 mL, Air-tight glass, metal luer lock	3	Nos			
40	Luer lock needle	10 gauge, metal hub	6	Nos			
		20 gauge, metal hub	6	Nos			
41	Filter paper sheet	22.5 x 18.2 inches or equivalent	20	Sheets			
<b>Sub Total Amount (Rs.) of Sr. # 39 to 41</b>							
42	Micro centrifuge tube	1.5 mL, Tight fitting attached lid, autoclavable, transparent, with graduation and marking area	50	Nos			
		2 mL, Tight fitting attached lid, autoclavable, transparent, with graduation and marking area	100	Nos			
43	Centrifuge tube rack	Holds 15 mL and 50 mL tubes	1	No.			
<b>Sub Total Amount (Rs.) of Sr. # 42 to 43</b>							

44	Reseal sample bags	80×120 mm, Transparent, with rin- channel closure, Freeze resistant	100	Nos			
		120×170 mm, Transparent, with rin- channel closure, Freeze resistant	100	Nos			
		200×300 mm, Transparent, with rin- channel closure, Freeze resistant	100	Nos			
<b>Sub Total Amount (Rs.) of Sr. # 44</b>							
45	Multiple well plate	6 wells, Flat bottom, with lid	25	Nos			
		12 wells, Flat bottom, with lid	25	Nos			
		48 wells, Flat bottom, with lid	25	Nos			
46	96 well plate	round bottom, transparent with lid, gamma sterilised	25	Nos			
<b>Sub Total Amount (Rs.) of Sr. # 45 to 46</b>							
47	Laboratory coat	For men, Cotton, white, two side patch pockets	1	No.			
		For women, Cotton, white, two side patch pockets	1	No.			
48	Clean room gown	Soft non-woven fabric	1	No.			
49	Laboratory gloves	Small size, Disposable, powder free, slip resistance in dry and wet conditions, 200 pieces in one pack	3	Pack			
		Medium size, Disposable, powder free, slip resistance in dry and wet conditions, 200 pieces in one pack	3	Pack			
		Large size, Disposable, powder free, slip resistance in dry and wet conditions, 200 pieces in one pack	3	Pack			
<b>Sub Total Amount (Rs.) of Sr. # 47 to 49</b>							

50	Magnetic stirring bars cylindrical	10 mm, PTFE coated, cylindrical shape	10	Nos			
		20 mm, PTFE coated, cylindrical shape	10	Nos			
		40 mm, PTFE coated, cylindrical shape	10	Nos			
51	Magnetic stirring bars Ellipse	15 mm, PTFE coated, ellipse shape	10	Nos			
		25 mm, PTFE coated, ellipse shape	10	Nos			
		50 mm, PTFE coated, ellipse shape	10	Nos			
52	Magnetic stirring bars crosshead	10 mm, PTFE coated, special shape for small vessels	10	Nos			
<b>Sub Total Amount (Rs.) of Sr. # 50 to 52</b>							
53	Dialysis Membrane	MWCO 100 amu (44 mm width) or equivalent	10	Feet			
		MWCO 500 amu (44 mm width) or equivalent	10	Feet			
		MWCO 10000 amu (44 mm width) or equivalent	10	Feet			
		MWCO 20000 amu (44 mm width) or equivalent	10	Feet			
54	Dialysis membrane clamps	For 44 mm width dialysis membrane or equivalent, Excellent in sealing	10	Nos			
55	Dialysis tube funnel	For 44 mm width or equivalent, supply with 5 or more silicone loop fastener	2	Nos			
56	Dialysis tube holder	To suspend dialysis bags in container, with marking area	5	Nos			
<b>Sub Total Amount (Rs.) of Sr. # 53 to 56</b>							
57	Combi-top rack	Mount in multiple directions, allow work with different sized tubes	2	Nos			
58	pH electrode	Double junction pH combination electrode, plastic body or equivalent, with BNC connector, compatible with Eutech pc 510 pH meter	3	Nos			

59	Cool Box	Keeping cool and transportation, Insulated body and lid, Lid locking handle	1	No.			
60	Cuvette	Crystal clear, excellent optical transmission, with 2 vision panels, for UV-Visible spectrophotometry	4	Nos.			

### **C. 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.

1. The bids shall be evaluated to strictly ensure that the quoted brand/ model meet all the BoQ/ specification requirements given in the bidding document for each item.
2. 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.
3. Supporting literature (where available / required) of the quoted brand/ model as required in BoQs 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.

### **D. Special Terms and conditions;**

1. Bidders are requested to quote genuine / quality products without compromising on quality. The supplied products shall be inspected by our technical experts with respect to BoQs requirements and quality standards.
2. Please submit the bid on COMSATS University Islamabad, Lahore Campus's prescribed BoQs and clearly mention the quoted model / brands as required in BoQs with complete terms and conditions signed, stamped with both bids, otherwise your bid (s) may be rejected.
3. Multiple rates of an item may also lead to the rejection of bid / item.
4. Purchase / work order shall be awarded on **Sub Total Wise Basis & Item Wise Basis for (Sr. # 57 to 60) as mentioned in BoQs.**
5. Vendors are required to quote the all items/Sr. No given in the BoQs on subtotal basis otherwise relevant head will not be considered.