



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

Tender No. CUI-LHR-TN-21-1494

Case # 3384

**Single Stage One Envelope Procedure**

**Title of Tender:** **Electrical, Carpentry, Poshish and Telephone Items for General Repair and Maintenance of CUI-Lahore Campus**

**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 15 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 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 **August 25, 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 **“Electrical, Carpentry, Poshish and Telephone Items for General Repair and Maintenance of CUI-Lahore Campus”**

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. 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- Lahore 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 Campus reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.

- 25. 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.
- 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. 05% of the total value of Warranty Items will be retained as security by COMSATS University Islamabad, Lahore Campus, and will be released after warranty period ( One Year) which will be counted from the date of delivery / completion of work / supply.**
- 29. 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.**
- 30. 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.
- 31. 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.
- 32. 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 Electrical, Carpentry, Poshish and Telephone Items for General Repair and Maintenance of CUI-Lahore Campus**

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:						
<ol style="list-style-type: none"> <li><u>The bid may be rejected on the reason of ambiguity (OR)</u></li> <li><u>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</u></li> </ol>						
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 & Specification		Qty.	Quoted Model / Brand	Unit Price (Rs.)	Total Amount (Rs.)
<b>Electric Items (Items Wise Basis)</b>						
1	Flouriscent Tube Rod 18 Watt	Philips or equivalent	Nos.	75		
2	Flouriscent Tube Rod 40 watt	Philips or equivalent	Nos.	75		
3	Starter S-10 (Original)	Philips or equivalent	Nos.	75		
4	Starter S-02 (Original)	Philips or equivalent	Nos.	75		
5	LED/ SMD Bulb 12 to 12.5 Watt, Cool Day Light, 1100 to 1200 Lumens, non dimmable, E-27 Type Replacement warranty 01 year required	OSAKA/ Orient or equivalent	Nos.	300		
6	Energy Saver 12 Watt, Cool Day Light, I = 90mA, 55Lumens /Watt E-27 Type Replacement warranty 01 year required	Phillip or equivalent	Nos.	10		
7	Energy Saver 80 Watt Cool Day Light, I = 630mA, 66 Lumens /Watt, E-40 Type Replacement warranty 01 year required	Philips or equivalent	Nos.	25		
8	Energy Saver 45 Watt Cool Day Light, I = 190mA, 63Lumens /Watt, E-27 Type Replacement warranty 01 year required	Philips or equivalent	Nos.	15		
9	Light Plug Multi copper point (5 in 1) with Box (Good Quality)	KM/Hero or equivalent	Nos.	50		
10	Switch Button on / off	KM/Hero or equivalent	Nos.	50		
11	Socket Two Pin	KM/Hero or equivalent	Nos.	50		
12	Three Pin Shoo for light plug	Hero or equivalent	Nos.	25		
13	Three Pin Shoo for Power Plug	Hero or equivalent	Nos.	20		

**Signature & Stamp of Bidder**


14	Insulation Tape	OSAKA or equivalent	Nos.	100			
15	Capacitor 3.5	Fuji or equivalent	Nos.	50			
16	Dimmer (Imported) UPS (One Year Warranty)	SK or equivalent	Nos.	20			
17	Dimmer (Piano Type) Good Quality	Hero/Ittefaq or equivalent	Nos.	50			
18	Circuit Breaker 16 Amp S/Pole (Genuine)	Himel/LS or equivalent	Nos.	26			
19	Circuit Breaker 20 Amp S/Pole (Genuine)	Himel/LS or equivalent	Nos.	20			
20	Circuit Breaker 32 Amp S/Pole (Genuine)	Himel/LS or equivalent	Nos.	50			
21	Circuit Breaker 30 Amp 3/Pole MCCB (Genuine)	Himel/LS or equivalent	Nos.	10			
22	200 kva Transformer Clump HT side	Local	Nos.	15			
23	200 KVA transformer Clump LT side	Local	Nos.	15			
24	400 KVA transformer Clump HT side	Local	Nos.	10			
25	Steel Nail 1"	Taiwan or equivalent	KG	1			
26	Steel Nail 1.5"	Taiwan or equivalent	KG	1			
27	Screw 1" black (01 Box = 100 Nos)	Taiwan or equivalent	Box	2			
28	Screw 1.5" black (01 Box = 100 Nos)	Taiwan or equivalent	Box	2			
	<b>Carpentry Items (Items Wise Basis)</b>						
29	Simple Lasani MDF 1/2"	SONY or equivalent	Nos.	5			
30	Simple Lasani MDF 1"	SONY or equivalent	Nos.	5			
31	Wooden Lur (1" x 2 1/2") 8'	Purtul or equivalent	Nos.	30			
32	Chupti (1 1/2" x 1/2") 8'	Kail or equivalent	Nos.	40			
33	Chupti (1/2" x 3/4") 8'	Kail or equivalent	Nos.	50			
34	Qabza (3/4" x 7')	German or equivalent	Nos.	6			
35	Qabza - 4" (Simple)	German or equivalent	Nos.	6			
36	Qabza - 5" (Simple)	German or equivalent	Nos.	6			

37	Channel 12"	Taiwan or equivalent	Nos.	12			
38	Channel 14"	Taiwan or equivalent	Nos.	6			
39	Glass Rely Wheel (Double)	Taiwan or equivalent	Nos.	12			
40	Glass Rely Channel 6"	Taiwan or equivalent	Rft	12			
41	Lench Lock (Aluminium)	Taiwan or equivalent	Nos.	12			
42	Plastic Wheel (Fixed Aluminium)	Taiwan or equivalent	Nos.	12			
43	Fancy Handle (Steel Color)	Taiwan or equivalent	Nos.	6			
44	MDF Lamination Sheet 3/4" (2060 No. & 1900 No.)	SONY or equivalent	Nos.	6			
45	Secrew 3/4" (Black)	Taiwan or equivalent	Box	5			
46	Screw 1" (Black)	Taiwan or equivalent	Box	5			
47	Screw 1.5" (Black)	Taiwan or equivalent	Box	5			
48	Screw 2" (Black)	Taiwan or equivalent	Box	5			
49	Screw 2.5" (Black)	Taiwan or equivalent	Box	5			
50	Screw 3" (Black)	Taiwan or equivalent	Box	5			
51	Secrew 4" (14 No)	Taiwan or equivalent	Box	5			
52	Steel Nail 1" (17 No)	Taiwan or equivalent	1/2 KG Box	5			
53	Steel Nail 1.5" (17 No)	Taiwan or equivalent	1/2 KG Box	5			
54	Steel Nail 2"	Taiwan or equivalent	1/2 KG Box	5			
55	Steel Nail 3"	Taiwan or equivalent	1/2 KG Box	5			
56	Nail Topes 3/4" (20 No)	Taiwan or equivalent	Kg	3			
57	Nail Topes 2" (15 No)	Taiwan or equivalent	Kg	5			
58	Nail Topes 1.5" (17 No.)	Taiwan or equivalent	Kg	5			
59	Nail Topes 1.5" (14 No.)	Taiwan or equivalent	Kg	5			
60	Nail Topes 1" (17 No.)	Taiwan or equivalent	Kg	5			
61	Nail Cap 1" (17 No.)	Taiwan or equivalent	Kg	8			
62	Nail-1" (Simple)	Taiwan or equivalent	Kg	8			
63	Elfi (250 ml)	GIMSA or equivalent	Nos.	6			

64	Door Closer	Taiwan or equivalent	Nos	6			
65	Drawer Lock	Taiwan or equivalent	Nos.	200			
66	Chutkhni 8"	Steel Made	Nos.	6			
67	Chutkhni 6"	Steel Made	Nos.	12			
68	Chutkhni 4"	Steel Made	Nos.	6			
69	Catcher Box	Italy or equivalent	Nos.	12			
70	Handle ( Door dasti)	Baraas	Nos.	48			
71	Handle Lock	Taiwan or equivalent	Nos.	6			
72	Lock Round	Taiwan/Italy or equivalent	Nos.	6			
73	Shapaka Kundi	Baraas	Nos.	30			
74	Glue (1 Kg Pk)	ICI or equivalent	Pkt	12			
75	Silicon (Big)	GIMSA or equivalent	Bottle	6			
76	Samad Bond (1-Kg)	Samad Bond or equivalent	Pkt	6			
77	Arl 9"	Baraas	Nos.	6			
78	Heilti Verma 2"	China or equivalent	Nos.	6			
79	Heilti Verma 3"	China or equivalent	Nos.	6			
80	Drill Machine Verma (1" to 4")	China or equivalent	Set	6			
	<b>Poshish Items (Items Wise Basis)</b>						
81	Rexine (Black) Book No. LA-27	Local	Meter	15			
82	Rexine (Black) Book No. C-125	Local	Meter	15			
83	Rexine (Brown) Book No. LA-27	Local	Meter	10			
84	Rexine (Brown) Book No. C-125	Local	Meter	10			
85	Poshish Cloth (Black)	Local	Yard	6			
86	Solution	Elephant Brand or equivalent	Gallon	5			
87	Brunji 1/2"	Taiwan or equivalent	KG	5			

88	Tyre Patti	Local	Bundle	5			
89	Cotton	Local	KG	16			
90	Luttha	Local	Yard	40			
91	Foam Sheet 1/2"	Molty Foam or equivalent	Nos.	3			
92	Foam Sheet 2"	Molty Foam or equivalent	Nos.	3			
93	Foam Seat 3"	Molty Foam or equivalent	Nos.	3			
94	Office Chair Machine 11"	Taiwan or equivalent	Nos.	30			
95	Office Chair Machine 18"	Taiwan or equivalent	Nos.	15			
96	Chair Jack	Taiwan or equivalent	Nos.	30			
97	Chair Punjay	Taiwan or equivalent	Nos.	6			
98	Chair Wheel (Heavy Duty)	China or equivalent	Nos.	24			
99	Chair Arm (Heavy Duty)	Local	Pair	6			
100	Chair Arm Washer (Heavy Duty)	Local	KG	2			
101	Button (100 Pcs)	Local	Packet	5			
	<b>Welding Material (Items Wise Basis)</b>						
102	Mesh 5' (35 Kg)	12 x 24, Javi Local	bundle	1			
103	Tower Bolt 4" (Aluminium Type)	Taiwan or equivalent	Nos.	6			
104	Arl 12"	As per sample	Nos.	6			
105	Ruller Heinges 3"	As per sample	Nos.	12			
106	Cutting Disk 9"	Horse, Topaz or equivalent	Nos.	18			
107	Welding Rod 12-No	Golden Eagle or equivalent	Box	6			
108	Rawal Bolt 2.5 No	Local	Nos.	10			
109	Iron Strip 1/2"	Local	kg	30			
110	Iron Angle 1.5"	Local	kg	20			



111	Ms Pipe 1.25" (16 SWG)	Local	Nos.	6			
112	Ms Pipe 1" (16 SWG)	Local	Nos.	6			
113	Ms Sheet (16 SWG, 7x4)	Local	Nos.	2			
114	Ms Sheet (18 SWG, 7x4)	Local	Nos.	2			
115	Iron Gola (16 SWG)	Local	Nos.	20			
116	Steel poteen (2-Liter-Box)	Master or equivalent	Nos.	5			
117	Hilti Warma 3"	Diamond or equivalent	Nos.	10			
118	Washal 2.5 No	Local	kg	5			
119	Window Stay Loha Dabi (Galvanized Iron)	Local	Nos.	12			
	<b>Telephone Items (Items Wise Basis)</b>						
120	Telephone Cable 2- Pair	GM or equivalent	Coil	2			
121	Telephone Line Connector G-11 (100 Pcs)	Local	Packet	1			
122	Telephone Set (With CLI) Model: HCD399(124)P/TSDL or equivalent 	GAOXINQI or equivalent	Nos	25			
123	Insulation Tape	Osaka or equivalent	Nos	10			
124	DB Point (10-Pair)	PTCL Standard or equivalent	Nos	4			

### **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 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 kindly visit the CUI-Lahore Campus (Works Department) and inspect the samples of all items before quoting rates to avoid quality and specification issues.*
2. 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.
3. *Bidders are advised to submit the bid on the prescribed BoQs of COMSATS University Islamabad, Lahore Campus and clearly mention the quoted model / brands as required in the BoQs with complete terms and conditions signed, stamped, otherwise your item(s) / bid may be rejected.*
4. **Multiple rates of an item may also lead to the rejection of bid / item.**
5. **Purchase / work order shall be awarded *on item wise basis.***