



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

Tender No. CUI-LHR-TN-21-1496

Case # 3391

Single Stage One Envelope Procedure

Title of Tender: **Lab Items and Repair & Maintenance of Equipment's for Undergraduate Labs (FA 2021), Dept of Chemical Engineering**

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 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 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 **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 **“Lab Items and Repair & Maintenance of Equipments for Undergraduate Labs (FA 2021), Dept of Chemical Engineering, 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. 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 **90 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.**

BoQs of Lab Items and Repair & Maintenance of Equipment's for Undergraduate Labs (FA 2021), Dept of Chemical Engineering, CUI-Lahore

<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 Taxes</p>		
Sr. #	Item's Name	Description/ Specifications	Qty.		Quoted Model / Brand	Unit Price (Rs.)	Total Price (Rs.)
Part A: Supply of Lab Items (Sr. # 1 to 104)							
Laboratory: Heat Transfer Operations							
1	Thermometer	Ethanol based	5	Nos			
2	Tissue Rolls	Roll Size (20cm)	3	Nos			
3	Liquid Hand Wash	Liquid Hand Wash, 500 ml	3	Bottles			
4	Hand Sanitizer	liquid spray, 500 ml	3	Bottles			
5	Face Mask	Surgical face masks (50 Nos. containing in one Box)	3	Boxes			
6	Safety Goggles	Plastic made	20	Nos			
Laboratory: Fluid Mechanics							
7	Soap	Lux (Large Size)	5	Pcs			
8	Hand Sanitizer	Local (500ml size)	2	Pcs			
9	Towel	Local (Medium Size)	2	Pcs			
10	Dusting Cloth	Regular (square pieces)	2	Dozen			
11	Rubber Pipe	Local (1 Inch dia)	25	Feet			

12	Buckets	Local (25 Litre capacity)	2	Pcs			
13	Cable Ties	Local	1	Dozen			
Laboratory: Process Control							
14	Liquid Detergent (for glass ware)	Local (700ml)	2	Pcs			
15	Liquid Detergent (for hand wash)	Local (500ml)	3	Pcs			
16	Tissue Roll (for lab.)	Local (small Size) (6 rolls in 1 pack)	2	Packs			
17	Face Mask	Local (50 Nos. containing in one Box)	2	Boxes			
18	Pressure Rig Nozel	Local	12	pcs			
19	Blue Ink	Local	2	Pcs			
20	Water Heating Kettle	Local (2 Liter)	1	Pcs			
21	Thermometer	Local (mercury) or equivalent	6	Pcs			
22	Hand Sanitizers	Local (500ml)	2	pcs			
23	Mask	Local	1	pack			
24	Surgical gloves	Local (medium)	1	Box			
25	Lab Coats	Local (Medium 2 & Large 2)	4	Pcs			
Laboratory: Mass Transfer Operations							
26	Table Salt	National Table Salt (Local) or equivalent	3	Kg			
27	Distilled Water	Zero TDS	30	L			
28	Methyl Orange	CAS# 547-58-0 or equivalent 25g	1	No.			

29	Potassium Hydroxide	CAS# 1310-58-3 or equivalent	1	Kg			
30	Dusting Cloths	Cotton	2	Dzn			
31	Face Masks	Non Woven Surgical masks (50 Nos. containing in one Box)	4	Boxes			
32	Gloves	Nitrate gloves (surgical, non-powder), medium (50 pair in one Box)	4	Boxes			
33	Liquid Dish Wash	Lemon Max Dishwash or equivalent Liquid Bottle 750ml	5	Bottles			
34	Heated Water Bath	Built in Circulator and Digital Temperature Control	1	Piece			
Laboratory: Chemistry							
35	Burette 50 ml	50ml, Rota flow	10	Nos			
36	Glass funnel 75mm	75mm, china	10	Nos			
37	Dropper bulb	standard size	10	Nos			
38	Round Bottom Flask 250 ml (Quick fit) with receiving head and distillation head or equivalent	14/23	3	set			
39	Titration Flask (Flat Bottom Flask 250 ml (Quick fit) with receiving head and distillation head or equivalent	14/23	3	set			
40	Burette Clamp (best Quality)	standard size (metal)	12	Nos			
41	Copper Rod 6" long	1 inch width 6 inch long	6	Nos			

42	Stainless steel rod 6" long	1 inch width 6 inch long	6	Nos			
43	Chromatography strips (width 2" length 12")	width 2" length 12"	1000	Nos			
44	Pippet Filler (syringe type)	standard size	6	Nos			
45	Ferous Sulphate (dyhydrated)	7782-63-0 or equivalent	1	Kg			
46	Ninhydrine	485-47-2 or equivalent (25g)	1	No.			
47	phthalic acid	88-99-3 or equivalent	1	kg			
48	Potassium Hydroxide	1310-58-3 or equivalent	1	kg			
49	Lithium Hydroxide	1310-66-3 or equivalent	1	kg			
50	Ammonium Hydroxide	1336-21-6 or equivalent 2.5 Liter	1	No.			
51	Mg(OH) ₂ Magnassium Hydroxide	1309-42-8 or equivalent	1	kg			
52	Inks	standard size bottle (Red, Blue, Black, Green) One each	4	Nos			
Laboratory: General Engineering							
53	Workpiece (cut by gas weld) for lathe machine	25x120 mm	50	Nos			
54	Workpiece for fitting shop (cut by hacksaw)	L=70 mm, W=50mm, thickness=9mm	50	Nos			
55	Welding rod (10 numbers)	J38 or equivalent 10 rods in one Box / Pack	1	Pack			
56	Bench grinder wheel	(Mild Steel) dia=10 in	1	Nos			

57	Bench grinder wheel	(Carbide) dia=10 in	1	Nos			
58	Cutting Tools Of Lathe Machine	parting tool	3	Nos			
59	Cutting Tools Of Lathe Machine	right angle tool	6	Nos			
60	Cutting Tools Of Lathe Machine	threading tool	2	Nos			
61	Cutting Tools Of Lathe Machine	boring Tool	4	Nos			
62	Electric cables (For Electric Shop)	3/29 (2black + 2red) GM or equivalent	4	Coils			
63	Hacksaw blade	Eclipse (england) or equivalent	10	Nos			
64	Duster for machine	cloth duster	5	Kg			
65	Electrical Insulation Table	Nitto or Osaka or equivalent	12	Nos			
66	Teflon tape	Standard size	12	Nos			
67	Electric shoe	Standard size	12	Nos			
68	Drill Bits (10 piece) set	0.5mm, 1mm, 1.5mm, 2mm, 2.5mm, 3mm, 3.5mm, 4mm, 4.5mm, 5mm (04 nos of each size)	4	set			
69	Right Angle Cutting Tool for New Lathe	3/4" x 3/4"	4	Nos			
70	Workpiece (cut by hacksaw) for welding shop	2" x 5" x 1/4"	50	Nos			
71	GMSA Elfy Or equivalent	50g	1	Nos			
72	Grip Plier	10" (local or China or equivalent)	1	Nos			
73	Square Mill Bastard File	12" (Local or China or equivalent)	3	Nos			

74	Round Mill Bastard File	12" (Local or China or equivalent)	3	Nos			
75	Workshop Safety Shoes	9 No (COLOR: Black)	1	Pairs			
76	Chalk	Local or China or equivalent	2	Boxes			
77	Hammer	2 Kg, 3Kg - Local/China or equivalent	4	Kg			
78	LN-Keys	3mm, 4mm, 5mm, 6mm / Japan or equivalent (02 Nos. of each size)	8	Nos.			
79	Open Spanner	6x7mm - Local/China or equivalent	2	Nos			
80	Open Spanner	8x9mm - Local/China or equivalent	2	Nos			
81	Open Spanner	14x15mm - Local/China or equivalent	2	Nos			
82	Massonary Drill	1/4" - Local/China or equivalent	2	Nos			
83	Massonary Drill	5/16" - Local/China or equivalent	2	Nos			
84	Massonary Drill	3/8" - Local/China or equivalent	2	Nos			
85	Massonary Drill	1/2" - Local/China or equivalent	2	Nos			
86	Drill Bit	9mm - Local/China or equivalent	2	Nos			
87	Drill Bit	9.5mm - Local/China or equivalent	2	Nos			
88	Drill Bit	10mm - Local/China or equivalent	2	Nos			

89	Drill Bit	10.5mm - Local/China or equivalent	2	Nos			
90	Drill Bit	11mm - Local/China or equivalent	2	Nos			
91	Drill Bit	11.5mm - Local/China or equivalent	2	Nos			
92	Drill Bit	12mm - Local/China or equivalent	3	Nos			
93	Drill Bit	12.5mm - Local/China or equivalent	3	Nos			
94	Drill Bit	13mm - Local/China or equivalent	3	Nos			
95	File Cart	Wire Brush - Local/China or equivalent	4	Nos			
96	One way switch	Standard size	20	Nos			
97	Volt meter	2 inch by 2 inch	4	Nos			
98	Bulb 100 watt	100 watt	10	Nos			
99	Jublie clamp	1/2 inch	12	Nos			
100	lock plier 3 piece set	6 inch	1	Nos			
101	Ingco rotary hammer drill machine	RH 150028 or equivalent	1	Nos			
102	level guage	6 inch	1	Nos			
103	Safety leather gloves pair	medium size	3	Nos			
104	3 jaws set (8inch jaws left) 3 piece set	(8inch jaws left)	1	Nos			

Part B: Repair and Maintenance Equipments (Sr. # 105 to 114)							
Laboratory: Fuels and Energy							
105	Muffle Furnace (Repair Work)	New Heating Chamber for Muffle Furnace 1200°C (Replacement)	1	Piece			
Laboratory: Mass Transfer Operations							
106	RO Filtration Unit.	3 Sedimentation filter, RO Module, Local Made, 200 GPD	1	Piece			
107	Compressor	50 HP/ 50 L (Overhauling)	1	Piece			
Laboratory: General Engineering							
108	Lathe Machine (Old) - Complete Overhaul. Problem in working of saddle bar slide due to play while setting a value.	Bed = 3', Chuck = 6", Spindle = 1.5", Single Phase Motor	1	Nos			
109	Lathe Machine (New) 3 phase motor rewind.	Bed = 5.5', Chuck = 8", Spindle = 2.5", Three Phase Motor	1	Nos			
110	Handle Drill Machine Armature Replaced	Maximum drill size: 3/8 inch	1	Nos			
Laboratory: Chemistry							
111	Flame photometer	Calibration, Intech, Model # 1381	1	Nos			
112	Digital conductivity meter	Reading Error, Intech	1	Nos			
113	Digital PH meter	Reading Error, Intech	1	Nos			
114	Spectrophotometer	Reading Error, JENWAY, Model # 6305 UV/VIS	1	Nos			

B. 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.

C. 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. **Vendors are required to examine the Repair & Maintenance Items (Sr. # 105 to 114) at concerned labs of Department of Chemical Engineering before quoting the rates.**
3. 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.
4. Under no circumstances should re-packed chemicals be provided.
5. Multiple rates of an item may also lead to the rejection of bid / item.
6. Purchase / work order shall be awarded on **Item Wise Basis as mentioned in BoQs.**