



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

Tender No. CUI-LHR-TN-22-1598

Case # 3602

## **Single Stage One Envelope Procedure**

**Title of Tender:** **Lab Items and Repair & Maintenance of Equipments for Undergraduate Labs (Fall 2022), 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. **Tender Fee & Earnest Money/CDR**
  - a. Documents along with Pay Order / Demand Draft amounting to **Rs.1,500/-** as a tender documents fee (Non-Refundable) shall be submitted in favor of COMSATS University Islamabad, Lahore to the address given below. No proposal/bid will be accepted without tender documents' fee.
  - b. 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.
6. Part / Advance payments is not allowed.
7. **The exact completion/delivery time from the date of the purchase / work order will be 25 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 17, 2022** 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 (Fall 2022), Dept of Chemical Engineering”**
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 as per PPRA rule 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) inclusive of all applicable taxes.
22. 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.
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. 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.
- 29. 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.
- 30. 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 Equipments for Undergraduate Labs  
(Fall 2022), Dept 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"> <li>The bid may be rejected on the reason of ambiguity (OR)</li> <li>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.</li> </ol>						
<p>No change in the BoQs (Specs &amp; 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 align="center">Prices should be quoted inclusive of all applicable taxes</p>		
Sr.#	Item Name & Specifications	Qty		Quoted Model / Brand	Unit Price (Rs.)	Total Amount (Rs.)
<b>Part A: Supply of Lab Items (Sr. # 1 to 89)</b>						
<b>Laboratory: Heat Transfer Operations</b>						
1	Tissue Rolls Roll Size (20cm) Rose Petal or equivalent	3	Nos			
2	Liquid Hand Wash 500ml Oasis Brand or equivalent	3	Bottles			
3	Hand Sanitizer liquid spray(500ml) Medicare China or equivalent	3	Bottles			
4	Face Mask surigical face masks (standard) (50 pcs containing in one Box)	3	Box			
5	Safety Goggles Plastic made (standard) Peter-Safe Taiwan or equivalent	30	Nos			
<b>Laboratory: Mass Transfer Operations</b>						
6	Trichloroethylene CAS# 79-01-6 (Lab Grade) or equivalent	20	liter			
7	Propanoic acid CAS# 79-09-4 (Lab Grade) or equivalent	20	liter			
8	Soap bar (Dettol) or equivalent 85 gms	3	no.			
9	litmus paper pH paper	3	no.			
10	Tissue Paper Roll Rose Petal or equivalent (20cm) roll	3	no.			

Signature & Stamp of Bidder

<b>Laboratory: Fluid Mechanics</b>						
11	Soap Lux or equivalent (Large Size)	3	Pcs			
12	Hand Sanitizer Local (500ml size) Medicare China or equivalent	1	Pcs			
13	Surgical Gloves Local (Medium Size) (100 Pcs containing in one Box) MediCare Malaysia or equivalent	3	Box			
14	Dusting Cloth Regular (square pieces)	2	Dozen			
15	Dusting Brush Local (Wooden)	2	Pcs			
16	Mask Medical Barrier (ASTM Level 3) (50 pcs containing in one Box)	3	Box			
17	Ball Valve Local, 1/2" Inch (brass/stainless steel)	2	Pcs			
18	Mother Board Dell/ hp or equivalent	2	Pcs			
19	Tool Box Tolsen 26 PCS Heavy Duty Hand Tool Set or equivalent	1	Pcs			
<b>Laboratory: Process Control</b>						
20	Soap Lux or equivalent (Large Size)	3	Pcs			
21	Hand Sanitizer Dettol or equivalent (500ml size)	1	Pcs			
22	Surgical Gloves Local (Medium Size) (100 Pcs containing in one Box) MediCare Malaysia or equivalent	3	Box			
23	Dusting Cloth Regular (square pieces)	2	Dozen			
24	Dusting Brush Local or equivalent (Wooden) standard	2	Pcs			
25	Mask Medical Barrier (ASTM Level 3) (50 pcs containing in one Box)	3	Box			

26	Dish wash Large (liquid) Max Brand Pak Made or equivalent	3	Pcs			
27	Mobil Oil Havoline or equivalent 3 Liter	3	Pcs			
28	KeyBoard (Brand New) Dell/ hp or equivalent	1	Pcs			
29	Tool Box Tolsen 26 PCS Heavy Duty Hand Tool Set	1	Pcs			
30	Mouse (Brand New) Dell/ hp or equivalent	1	Pcs			
31	Resistant Temperature Detector (Gauge) Temperature measurement bench	3	Pcs			
32	Ktype Thermocouple wire length- standard	3	Pcs			
33	Stainless Steel Air Atomising Mist Spray Nozzle T type: 6 pcs each L type: 3 pcs each Simple: 3 pcs each	12	Pcs			
34	Thermistor local or equivalent (standard)	3	Pcs			
35	Fire Extinguisher Dry powder 6 Kg Cylinder (ABC)	1	Pc			
<b>Laboratory: Chemistry</b>						
36	Tissue Roll Rose Petal or equivalent Jumbo Size	12	Nos			
37	Surgical Gloves (Powder free) 1-small box, 1-medium box 1-large box. (100 Pcs containing in one Box) Medi Care Malaysia or equivalent	3	Boxes			
38	Face Mask Standard Size (50 pcs containing in one Box)	1	Box			
39	Glass Funnel 75mm China or equivalent	12	Nos			
40	Chromatography Tank Glass made (Height 10' x Width 14')	3	Nos			


41	<b>Chromatography Strips 3' Width x 18' long (Wattman or equivalent)</b>	<b>1000</b>	<b>Nos</b>			
42	<b>Lab Coat large size = 1 no., medium size = 1 no. Ittefaq Local / China or equivalent</b>	<b>2</b>	<b>Nos</b>			
43	<b>Hand Wash (500ml) Dettol or equivalent</b>	<b>2</b>	<b>Nos</b>			
44	<b>Dish wash (for Glassware) 750 ml Max Brand Pak Made or equivalent</b>	<b>2</b>	<b>Nos</b>			
45	<b>Cloth for dusting (large size) Local or equivalent</b>	<b>2</b>	<b>Nos</b>			
46	<b>NaOH CAS 1310-73-2 (Sigma Aldrich) or equivalent Packing: 1kg</b>	<b>1</b>	<b>No.</b>			
47	<b>Copper II Sulphate 7758-98-7 (Sigma Aldrich) or equivalent Packing: 1kg</b>	<b>1</b>	<b>No.</b>			
48	<b>Silver Nitrate 7761-88-8 (Sigma Aldrich) or equivalent Packing: 25g</b>	<b>1</b>	<b>No.</b>			
49	<b>Ethanol Packing: 2.5 liter Merck or equivalent</b>	<b>1</b>	<b>No.</b>			
50	<b>Inks Pot (1-Blue, 1-Black, 1- Red, 1-Green) Large Dollar or equivalent</b>	<b>4</b>	<b>Nos</b>			
<b>Laboratory: General Engineering</b>						
51	<b>Workpiece (cut by gas weld) for lathe machine 25x120 mm (mild steel) G-Eng Pak Made or equivalent</b>	<b>50</b>	<b>Nos</b>			
52	<b>Workpiece for fitting shop (cut by hacksaw) L=70 mm, W=50mm, thickness=9mm (mild steel) G-Eng Pak Made or equivalent</b>	<b>50</b>	<b>Nos</b>			
53	<b>Welding rod ( 10 No.) (12-No.) 1+1 J38 or equivalent (10 rods containing in one Box)</b>	<b>2</b>	<b>Box</b>			

54	Bench grinder wheel ( Mild Steel) dia=10 in Total Brand China or equivalent	1	Nos			
55	Bench grinder wheel (Carbide) dia=10 in Makita or equivalent	1	Nos			
56	Cutting Tools Of Lathe Machine parting tool SS Brand china or equivalent	3	Nos			
57	Cutting Tools Of Lathe Machine right angle tool SS Brand china or equivalent	6	Nos			
58	Cutting Tools Of Lathe Machine threading tool SS Brand china or equivalent	2	Nos			
59	Cutting Tools Of Lathe Machine boring Tool SS Brand china or equivalent	4	Nos			
60	Electric cables (For Electric Shop) 3/29 (1 black + 2 red) GM or equivalent	3	Coils			
61	Hacksaw blade Eclipse (england or equivalent)	10	Nos			
62	Duster for machine cloth duster Local or equivalent	5	Kg			
63	Electical Insulation Table Nitto / Osaka or equivalent	20	Nos			
64	Teflon tape Norton China or equivalent	12	Nos			
65	Electric shoe Ittefaq Pak made or equivalent	24	Nos			
66	Right Angle Cutting Tool for New Lathe 3/4" x 3/4" SS Brand China or equivalent	4	Nos			
67	Workpiece (cut by hacksaw) for welding shop 2" x 5" x 1/4" (mild steel) G-Eng Pak Made or equivalent	50	Nos			
68	Elfy 50g GMSA or equivalent	2	Nos			



69	<b>Workshop Safety Shoes 9 No (COLOR: Black) Peter Safe China or equivalent</b>	<b>1</b>	<b>Pairs</b>			
70	<b>Chalk Local/China or equivalent</b>	<b>2</b>	<b>Box</b>			
71	<b>One way switch Ittefaq Pak made or equivalent</b>	<b>20</b>	<b>Nos</b>			
72	<b>bulb 100 watt 100 watt Philphs or equivalent</b>	<b>10</b>	<b>Nos</b>			
73	<b>Clamp 1", 1-1/2" inch (12+12) Jublie Pak Made or equivalent</b>	<b>24</b>	<b>Nos</b>			
74	<b>Pin Grinder Ingco China or equivalent</b>	<b>1</b>	<b>No</b>			
75	<b>Carbide Tip Triangle Japan or equivalent</b>	<b>10</b>	<b>Nos</b>			
76	<b>Dial Indicator Stand China or equivalent</b>	<b>1</b>	<b>No</b>			
77	<b>Tester China or equivalent</b>	<b>5</b>	<b>Nos</b>			
78	<b>Hand wash Soap Safeguard or equivalent</b>	<b>6</b>	<b>Nos</b>			
79	<b>Cutting Oil Local or equivalent</b>	<b>2</b>	<b>Lit</b>			
80	<b>Rawal Bolt 1/4" Local or equivalent</b>	<b>6</b>	<b>Nos</b>			
81	<b>Mobil Oil Havoline or equivalent</b>	<b>3</b>	<b>Lit</b>			
82	<b>Sand paper Imported (England or equivalent) 120 No, 180 No, 220 No and 320 No (each size 1 Feet)</b>	<b>4</b>	<b>Nos</b>			
83	<b>Screw 1/2", 3/4", 1" and 1-1/2" (Local/china or equivalent) each size 2-Packet</b>	<b>8</b>	<b>Packet</b>			

84	Steel Nail 1/2", 3/4", 1" and 1-1/2" (Local/china or equivalent) each size 1-Packet	4	Packet			
85	Hole Saw Set 1' to 4" (Local/china or equivalent)	1	Set			
86	Flat Tool Bar 1"x3"x6", 3/4"x3"x6", 5/8"x3"x6" each size 1- piece (Local/china or equivalent)	3	Nos.			
87	Extention wire with multiple switch (Local/china or equivalent) (30' long)	2	Nos			
88	Surkhai Local (250gm)	1	No			
89	Puller (Local/china or equivalent) (inside 1, Outside 1) Size 4" Each size 1-No	2	Nos.			
<b>Repair &amp; Maintenance of Equipment</b>						
<b>Laboratory: Fuels and Energy</b>						
90	Softening Point Apparatus (Repair Work) Thermostat/Heating Element Problem	1	Job			
91	Analytical Weight Balance, China (Repair Work) Power Problem	1	Job			
<b>Laboratory: Chemistry</b>						
92	PH METER (Prob) (INTECH)	1	Job			
93	CONDUCTIVITY METER (Prob) (INTECH)	1	Job			
<b>Laboratory: Heat Transfer Operations</b>						
94	Composite Wall Apparatus Replacement for Heater Needed Electric Heater 2000W	1	Job			
95	Open Pan Evaporator Heater Repalcement Steam Generation Unit Heater 2000W	1	Job			

96	Gas Fired Geyser 40 Gallons Capacity (Local)	1	Job			
97	Shell and Tube Heat Exchnager Gaskets replacement needed internal diameter: Dint= $8 \cdot 10^{-3}$ m. External diameter: Dext = $10 \cdot 10^{-3}$ m. Thickness = 10-3 m. Shell: Internal diameter: Dint,c= 0.148 m. External diameter: Dext,c= 0.160 m	1	Job			
<b>Laboratory: Fluid Mechanics</b>						
98	Maintenance Work (Pumps/Motors) Centrifugal pump (Beranoulli Appartus) Lubrication/Electrical Supplies i.e. Capacitors replacement, winding etc.c	1	Job			
99	Maintenance Work (Pumps/Motors) Rotary Pump (Hydraulic Bench) Lubrication/Electrical Supplies i.e. Capacitors replacement, winding etc.	1	Job			
<b>Laboratory: Process Control</b>						
100	Pressure Control Rig (Repairing Controller) Model: KP5500 Brand: Konics  	1	Job			
<b>Laboratory: General Engineering</b>						
101	Lathe Machine repairing 5 -1/2' (Head Stock double speed unit) & Change of head stock Belt	1	Job			
102	Bench vice repairing change of Center Excel	1	Job			
103	Lathe Machine repairing change of 3' Size Apron wheel Gear	1	Job			

### **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 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. **Bidders are advised to kindly visit the CUI-Lahore Campus (Chemical Engineering Department) and inspect the Equipment to be repaired in the concerned labs (as mentioned in BoQs) before quoting the rates.**
3. Bidders are advised to submit the bid on the prescribed BoQs (bidding documents) 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. **Brand name / model must be mentioned against items where required failing which the bid / item (s) may be rejected. Manufacturing origin can only be accepted against items where mentioned specifically in the BoQ form.**
5. The concerned items should not be damaged.
6. Multiple rates of an item may also lead to the rejection of bid / item.
7. Purchase / work order shall be awarded on **Item Wise Basis.**