



COMSATS University Islamabad (CUI), Lahore Campus

Defence Road, Off Raiwind Road, Lahore

Tender No. **CUI-LHR-TN-23-1723**

Case # 3878

Invitation to Bid

Single Stage One Envelope Procedure

Chemicals & Consumable Items for Department of Chemistry

Part: 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 **40 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. Applicable Income tax and GST will be deducted at source/as per rules. In case of exemption, please mention and attach the proper documentation duly verified from the concerned tax authorities/FBR; however, CUI will

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be final authority to accept or reject the exemption certificate. In case of rejection, CUI will deduct all applicable taxes as per tax rate. CUI will provide a certificate of tax deduction and the vendor may claim refunds from Tax Authorities/FBR.

10. Multiple rates of an item may also lead to the rejection of bid / item.
11. After opening of bids, COMSATS University Islamabad, Lahore Campus will examine the bids for completeness as per tender document.
12. 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.
13. Purchase order (s) will be awarded to the evaluated lowest bidder (s) **on Item wise Basis**.
14. The bid should be submitted in a sealed envelope up to **December 13, 2023** 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.
15. 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

16. The envelope shall also bear the word “**CONFIDENTIAL**” and following identification quotation of **“Chemicals & Consumable Items for Department of Chemistry, CUI-Lahore Campus”**.
17. The bid form (BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.
18. 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.
19. 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.
20. 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.
21. Deduction of Income Tax and any other tax will be deducted at source according to Government prevailing rules.
22. 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.

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23. All prices should be quoted on F.O.R (Pak Rupees) inclusive of all applicable taxes.
24. 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.
25. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
26. In case of any dispute or grievance, the matter shall be addressed as per PPRA rules.
27. The CUI-Lahore Campus reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
28. The prices / cost will be considered as inclusive of all applicable taxes.
29. 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.
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.

Part B: BoQs of Chemicals & Consumable Items for Department of Chemistry, 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"> The bid may be rejected on the reason of ambiguity (OR) 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-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).				Rate to be quoted Inclusive of all (applicable) Taxes		
Sr . #	Item Name & Specification	Qty.		Quoted Model / Brand	Unit Price (Rs.)	Total Amount (Rs.)
01	3-Aminopropyltriethoxysilane Appearance (Color) Colorless Appearance (Form) Liquid Infrared Spectrum Conforms to Structure Color Test < 25 APHA _ Purity (GC) > 98.5 % _ CAS Number: 919-30-2, Sigma Aldrich or equivalent Packing: 500ml	1	No.			
02	Sodium Tungstate dihydrate Appearance (Color) White; Appearance (Form) Powder or Crystals ;ICP Major Analysis Confirmed;Confirms Na and W Components;Gravimetric Analysis 99.0 - 101.0 %;Insoluble matter < 0.01 % _;Chloride Content <0.005 % _;Assay < 0.001 % _;Heavy Metals(as Lead) and Iron;Molybdenum (Mo) < 0.001 % _ Sulfate (SO4) < 0.01 % _;Titratable base < 0.02 meq _ Meets ACS Requirements CAS Number: 10213-10-2, Sigma Aldrich or equivalent Packing: 25g	1	No.			
03	Halloysite nanoclay Appearance (Color) White to Yellow to Beige Appearance (Form) Powder Loss on Drying Specification: Report Results Miscellaneous Supplier Data BHT Surface Area Specification: Report Result Miscellaneous Assay Conforms Pore Volume; 1.26-1.34 ml/gm Bulk Density Specification: Report Results Units: lbs/ft3 pH Conforms 4.5-7.0 Diameter Conforms 30-70 Nanometers Length Conforms 1-3 microns Product of Supplier Conforms Product of Applied Minerals, Inc. ICP Major Analysis Confirmed Confirms Al and Si Components Trace Metal Analysis Specification: Report Results CAS No. 1332-58-7, Sigma Aldrich or equivalent Packing: 100 g	1	No.			

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04	Acetonitrile Color: Colorless; Form: Liquid; UV Absorbance: 400nm < 0.0044; Purity (GC): > 95 %; Residue on Evaporation: < 0.0005 %; Water (by Karl Fischer): < 0.02 % CAS NO 75-05-08, Sigma Aldrich or equivalent Packing: 2.5 Liter	1	No.			
05	Polyvinyl alcohol Appearance (Color) White to Off-White; Appearance (Form) Powder; Infrared spectrum Conforms to Structure; Assay (Hydrolysis: Mol %) 99.0 - 99.8 % Hydrolysis: Mol % Loss on Drying < 5 % _ Residue on ignition (Ash) < 0.7 % _ Viscosity (4%, H2O at 20 Deg C 11.6 - 15.4 cps c = 4%; Water @20 Degrees Celsius pH 5.0 - 7.0 CAS Number: 9002-89-5, Sigma Aldrich or equivalent Packing: 25 g	1	No.			
06	Chitosan Appearance (Color) Off White to Beige to Orange; Appearance (Form) Powder or Flakes, Assay > 75 % _ Decetylation Viscosity 800 - 2000 cps c = 1%; 1% Acetic Acid CAS Number: 9012-76-4, Sigma Aldrich or equivalent Packing: 50 g	1	No.			
07	Niobium Aluminum Carbide MAX phase Appearance (Color) Grey to Black Appearance (Form) Powder Molecular Weight: 434.64 Product Number: 925985 Specification: PRD.1.ZQ5.10000106104 Sigma Aldrich or equivalent Packing: 25 g	1	No.			
08	Agar Appearance (Color) Light Yellow to Beige Appearance (Form) Powder Residue on ignition (Ash) 2.0 - 4.5 % Loss on Drying < 20 % _ Congealing Temperature < 38 °C _ (1.5% in H2O) pH 6.0 - 8.0 (1.5% in H2O at room temperature) Heavy Metals Pass <= 0.004% Cell Culture Test Pass Plant Cell Culture Test Pass Sigma Aldrich or equivalent Packing: 1 Kg	1	No.			

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09	MUELLER HINTON (MH) Agar Sigma Aldrich or equivalent Packing: 500 g	1	No.			
10	Titanium aluminium carbide 312, Assay $\geq 90\%$, dark gray powder, particle size $\leq 100 \mu\text{m}$ Sigma Aldrich or equivalent Packing: 25 gram	1	No.			
11	Vinyltrimethoxysilane Appearance (Color) Colorless Appearance (Form) Liquid Infrared spectrum Conforms to Structure Purity (GC) $> 96.5 \%$ CAS No: 2768-027, Sigma Aldrich or equivalent Packing: 100ml	1	No.			
12	Boric anhydride puriss. p.a., $\geq 98\%$ (T) Appearance (color) : Colorless or White, Appearance (form): Powder or Crystals, Loss on ignition $\leq 3 \%$ CAS#: 1303-86-2, Sigma Aldrich or equivalent Packing: 50g	1	No.			
13	Bisphenol A diglycidyl ether Appearance (color): Colorless or White, Appearance (form): Powder or Crystals ,purity (gc area %) ≥ 95.0 %, carbon content, : 74.09 % CAS No: 1675-54-3, Sigma Aldrich or equivalent Packing: 250g	1	No.			
14	1,3,5-triformyl benzene purity 96.5%; colour: white to yellow; Form: powder or crystal; Infrared Spectrum Conforms to Structure; Carbon: 64.3-69.0% CAS No: 3163-76-6 Sigma Aldrich or equivalent Packing: 250mg	1	No.			
15	Titanium dioxide CAS No: 13463-67-7; Sigma Aldrich or equivalent Packing: 15g	1	No.			
16	imidazole-2-carboxaldehyde purity: 95%; colour: white to yellow; Form: powder or crystal; Infrared Spectrum Conforms to Structure; Carbon: 51.2- 57.9%; Nitrogen: 23.8-27.0%; CAS No: 113825-16-4; Sigma Aldrich or equivalent; Spectrum Conforms to Structure Packing: 250mg	1	No.			

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17	Trimethylamine Colour: colourless; Form: liquid; carbonate content: <0.20%; CAS No: 75-50-3; Sigma Aldrich or equivalent Packing 1L N,N Dimethylformide purity: 99%; colour: colourless; Form: liquid; Infrared Spectrum Conforms to Structure; CAS No: 68-12-2, Sigma Aldrich or equivalent Packing: 250ml	1	No.			
18	Copper (II) Nitrate Trihydrate CAS Number: 10031-43-3, Sigma Aldrich or equivalent Packing: 250g	1	No.			
19	Polyethyleneimine Reagent purity 99.75%; Color: Colorless to Very Light Yellow and Colorless to Very Light Green-Yellow; Form: Liquid; CAS No. 9002-98-6, Sigma Aldrich or equivalent Packing: 100 mL	1	No.			
20	Nitrile Butadiene Rubber (Acrylonitrile Content 18,0 wt %) Density 0,93 g/cm ³ Internal Method Cure Characteristics Test formulation according to ISO 4658 - Miniature internal mixer (based on IRB 7) MDR 160°C, micro-dies, ± 0.5 degree arc, 30 min running time, no preheat Sigma Aldrich or equivalent Packing: 25 kg	1	No.			
21	Nitrile Butadiene Rubber (Acrylonitrile Content 28,6 wt %) Density 0,96 g/cm ³ Internal Method Cure Characteristics Test formulation according to ISO 4658 - Miniature internal mixer (based on IRB 7) MDR 160°C, micro-dies, ± 0.5 degree arc, 30 min running time, no preheat Shelf Life 24 months from date of production at temperatures not exceeding 35°C in dry conditions; exposure to light has to be avoided Sigma Aldrich or equivalent Packing: 25 kg	1	No.			
22	Nitrile Butadiene Rubber (Acrylonitrile Content 34,0 wt %) Density 0,97 g/cm ³ Internal Method Cure Characteristics Test formulation according to ISO 4658 - Miniature internal mixer (based on IRB 7) MDR 160°C, micro-dies, ± 0.5 degree arc, 30 min running time, no preheat Packaging 25 kg bales wrapped in PE film Shelf Life	1	No.			

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	24 months from date of production at temperatures not exceeding 35°C in dry conditions; exposure to light has to be avoided. Sigma Aldrich or equivalent Packing: 25 Kg					
23	Pebax Polymer Sigma Aldrich or equivalent Packing: 150 gram	1	No.			
24	Gold chloride Appearance (Color) Conforms to Requirements Yellow to Yellow-Brown or Olive-Green Appearance (Form) Powder Gravimetric Analysis 82.6 - 86.9 % % Au X-Ray Diffraction Conforms to Structure Purity Conforms 99.9% Based on Trace Metals Analysis Trace Metal Analysis < 1500.0 ppm CAS Number: 10294-29-8, Sigma Aldrich or equivalent Packing: 10grams	1	No.			
25	Adhesive tape Product Information: Transparent Tape Material: Adhesive Tape Weight: 12g Size: 10mm Length: 21m	10	Pc			
26	Paper tape Tape Size: 2.5 cm x 9.1 m, Material Type: Non-Woven Fabric, Color: White, Adhesive Single-Sided	10	Pc			
27	Hand wash Brand: Lifebuoy Or equivalent Packing: 500 ml	5	Pc			
28	Glassware brush Handle Material: Stainless Steel, Product Dimensions: 7.9"L x 2.5"W x 2.5"H	20	Pc			
29	Dish-washing liquid Dishwash Liquid Bottle 475 ml Lemon Max or equivalent	15	Pc			
30	Stapler pins Product Code: ST-24/6, Brand: Dollar Industries (Pvt.) Ltd. Or equivalent	20	Pc			
31	Cleaning towel Dimensions: 30x30 cm, Cotton Fiber Towels	30	Pc			

32	Eppendorf tubes Capacity 2.5 mL high-density polyethylene (Each packet contains 500 Nos.)	10	Packets			
33	Dropper Disposable Dropping Pipets Capacity 5 mL Low-density polyethylene One piece, with thin wall bulb blown on upper end of stem (Each packet contains 100 Nos.)	10	Packets			

Part 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. Please submit the bid (rates) on our prescribed BoQs Form with complete terms and conditions signed & stamped, otherwise your bid (s) may be rejected.
2. 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.
3. Supporting literature of the quoted model must be attached (where available/required) for perusal of CUI Lahore to technically assess that the quoted item meet the required specifications and other conditions of our BoQs / tender document.
4. The bids shall be evaluated to strictly ensure that the quoted brand/ model/ item meet all the BoQ/ specification requirements given in the tender document for each item.
5. 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.
6. 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.
7. *Bidders are required to quote Genuine A+ quality products as copy and low-quality products shall not be accepted and the bidder will be responsible to replace the items which are not found as per the required quality standard.*
8. *The concerned items should not be repacked, damaged or tempered.*
9. *The items must be shipped/delivered in properly packaged containers according to their recommended conditions (temperature, sunlight and such).*