



COMSATS Institute of Information Technology, Lahore
Purchase Section

Date: April 23, 2015

BoQs of Expendable Supplies (Glassware) for Dr. Asim Laeeq Khan,
Assistant Professor, Chemical Engineering Department, CIIT-Lahore

**Rates to be quoted
inclusive of all
(applicable) taxes**

Sr. #	Item / work name with specification		Qty.		Quoted Model / Brand	Unit Price (Rs)	Total Price (Rs)
1	Beaker	100-ml	20	No.			
2	Beaker	250-ml	20	No.			
3	Beaker	500-ml	20	No.			
4	Measuring Cylinder	100ml	2	No.			
5	Measuring Cylinder	500 ml	2	No.			
6	Water bath for heating with temperature indicator		1	No.			
7	Scissor	Big	2	No.			
8	Scissor	Small	2	No.			
9	Aluminium Foil	Roll	3	No.			
10	Volumetric Flask	100 ml	2	No.			
11	Parafilm	Roll	2	No.			
12	Volumetric Flask	250 ml	2	No.			
13	Volumetric Flask	500 ml	2	No.			
14	Volumetric Flask	1 liter	2	No.			
15	Beaker	1000-ml	8	No.			
16	Glass Funnel	10 cm diameter	10	No.			
17	Glass Petri Dish (Flat bottom)	10 cm diameter	10	No.			
18	Glass Petri Dish (Flat bottom)	5 cm diameter	8	No.			
19	Polysulfone Average Mn ~22,000	Powder	250	g			
20	N-Methyl-2-pyrrolidone	Analytical Grade	2.5	Liter			
21	Toluene	Analytical Grade	2.5	Liter			
22	Tetrahydrofuran	Analytical Grade	2.5	Liter			
23	Acetone	Commercial grade	10	Liter			
24	Reagent Bottle with plastic cap with screws	150 ml	10	No.			

Note:

- Please quote the rates on our BoQs and clearly mention the quoted model / brand otherwise your bid / item (s) may be rejected.

Signature of Contractor with
Stamp

- The Purchase / Work Order will be awarded on **Item Wise Basis.**

Signature & Stamp of the Bidder

TERMS AND CONDITIONS

[All pages (BoQs & Terms & Conditions) are mandatory to be signed / stamped, failing which the bid may be rejected.]

1. **Any addition, deletion or modification of any clause of the procurement terms & conditions of CIIT by any vendor will not be acceptable and may lead to rejection of the bid.**
2. Part / Advance payments is not allowed.
3. The exact completion / delivery time from the date of the purchase / work order will be **10 days**. The handing over / completion time for this contract is of critical importance.
4. Your bid proposal should be inclusive of freight and all taxes delivered at COMSATS Institute of Information Technology, Lahore Campus’s premises.
5. In case of any dispute, decision of the Director, CIIT will be final and binding upon the parties.
6. The quotation should be submitted in a sealed envelope.
7. The envelope shall bear the word **“CONFIDENTIAL”** and the identification **“Expendable Supplies (Glassware)**

for Dr. Asim Laeeq Khan, and should be marked as under;

Secretary Purchase Committee
COMSATS Institute of Information Technology, Lahore Campus
Defence Road, Off Raiwind Road, Lahore.
Tel: 042-111-001-007, Ext: 875

8. Payment will be made on submission of Invoice in the name of “COMSATS Institute of Information Technology, Lahore Campus” with a copy of delivery challan (s) after the complete order has been supplied, inspected and accepted which includes delivery and installation, and COMSATS Lahore acceptance / inspection thereof.
9. All prices should be quoted on F.O.R (Pak Rupees) and **valid for at least 40 days**.
10. If the vendor fails to deliver the goods / services to CIIT-Lahore in time then the penalty will be charged as under:-
 - a. 1% per day of the invoice price for 5 working days.
 - b. 2% per day of the invoice price for further 5 working days.
 - c. If the vendor fails to deliver the goods / services during the extended period then the purchase / work order may be cancelled.
11. The bid should be submitted in a sealed and stamped envelope up to **April 27, 2015 before 1400 Hrs** and will be opened on the same date **at 1430 hrs** in the presence of available bidders
12. I / We

- **Company / Vendor Name:**.....
- **Postal Address:**.....
- **Tel. / Mobile:**.....**Email:**.....
- **NTN # :**.....**GST#:**.....

the undersigned certify that the terms and conditions as contained in the documents vise, “ Terms and Conditions for Tender Notice of COMSATS Institute of Information Technology, Lahore are accepted and that in the event of selection of my/our rate the agreement in the prescribed form will be entered into.

Signature of Contractor with
Stamp