



**COMSATS Institute of Information Technology, Lahore**  
**Purchase Section**

Date: May 8, 2015

**BoQs of Laptop Computer for Dr. Faiza Sharif Assistant Professor, IRCBM**  
**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	<b><u>Laptop computer</u></b> HP Pavilion 15-N258TX or equivalent Core i5, 4 <sup>th</sup> generation RAM 4 GB Hard Disk Drive 750 GB Graphic card 2 GB Display 15.6 inch With all standard accessories	01	Nos.			

**Note:**

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

- 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.**
- Part / Advance payments is not allowed.
- 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.
- Your bid proposal should be inclusive of freight and all taxes delivered at COMSATS Institute of Information Technology, Lahore Campus's premises.
- In case of any dispute, decision of the Director, CIIT will be final and binding upon the parties.
- The quotation should be submitted in a sealed envelope.
- The envelope shall bear the word "**CONFIDENTIAL**" and the identification "**Laptop Computer for Dr. Faiza Sharif**", 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

**Signature of Contractor with Stamp**

- 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 **May 11, 2015 before 1400 Hrs.**
- 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**