

**COMSATS University Islamabad, Lahore Campus****Purchase Section**

Date: January 18, 2019

Case #2651

BoQs of Chair Shells and Base Pipes for Class Rooms, 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

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

Sr. #	No change in the BoQs (Specs & Qty.) of CUI-LHR, 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-LHR BoQ may lead to rejection of bid (fully or partially).	Rate to be quoted Inclusive of all (applicable) Taxes				
		Item Name & Specification	Qty.		Quoted Model	Unit Price (Rs.)
1	Providing and supply of Student <u>Chair Shell</u> with following specifications: PVC (Plastic) Shell blue color (Toyo, Citizen or equivalent) Shell sample available at works department , Complete with all aspects	130	Nos.			
2	Providing and supply of Shell chair <u>base plate</u> 11" x 11" x #2 with support M.S Pipe Hollow Pipe 1.5" dia 14 SWG (14" & 16") Cap collar # 7 bore and welded 1.5" wide, #1 thick and 6" long iron strips both side. Complete with all aspects	30	Nos.			
Grand total Amount (Rs.)						

Special Term and Condition

1. Bidders are requested to kindly visit the CUI Lahore Campus and inspect the samples of both items before quoting prices to avoid quality and specifications issues.
2. Lowest vendor (s) will be required to provide Sample (s) of above mentioned item (s), strictly as per BoQs / specifications within 02 days of opening of bid.
3. In case, lowest bidder failed to either provide sample within deadline or meet the mentioned quality / specification requirements in the provided sample, may lead to rejection of bid.
4. In such case Sample Order shall be issued to 2nd lowest.
5. Please submit the bid on CUI-Lahore Campus prescribed BoQs with complete terms and conditions signed, stamped, otherwise your bid (s) may be rejected.
6. Multiple rates of an item may also lead to the rejection of bid / item.
7. Purchase / work order shall be awarded on turnkey / grand total amount basis.

GENERAL TERMS AND CONDITIONS

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

Signature of Contractor with Stamp

1. **Any addition, deletion or modification of any clause of the procurement terms & conditions of COMSATS University Islamabad, Lahore Campus 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 University Islamabad, Lahore Campus’s premises.
5. The quotation should be submitted in a sealed envelope.
6. The envelope shall also bear the word **“CONFIDENTIAL”** and the title of procurement of **“Chair Shells and Base Pipes for Class Rooms”**

Secretary Purchase Committee
COMSATS University Islamabad, Lahore Campus
Defence Road, Off Raiwind Road, Lahore.
Tel: 042-111-001-007, Ext: 875

7. 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 and installation, and COMSATS Lahore acceptance / inspection thereof.
8. All prices should be quoted on F.O.R (Pak Rupees) and **valid for at least 60 days**.
9. In case of any dispute or grievance, the matter shall be addressed as per PPRA rules.
10. If the vendor fails to deliver the goods / services to COMSATS University Islamabad, Lahore Campus 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 **January 23, 2019 before 1400 Hrs** and will be opened on the same date at **1430 hrs** in the presence of available bidders.
12. The COMSATS University Islamabad, Lahore Campus reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
13. 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:**

Signature of Contractor with Stamp