

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

Date: October 19, 2022

Case # 3646

BoQs of Consumable Items for R&D Purpose, Department of IRCBM, 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

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).


Rates to be quoted inclusive of all (applicable) taxes

Sr.	Item Name & Specifications	Qty		Quoted Model / Brand	Unit Price (Rs.)	Total Price (Rs.)
Part A (Item Wise Basis)						
1	Ethanol >80 % for general lab use Sigma / BDH or equivalent Packing: 2.5 Liter Bottle each	4	Bottles			
2	Jumbo Tissue Rolls for lab use Max Size High jean or equivalent As per sample available at IRCBM Department	30	Roll			
3	Hand wash To refill the dishwash bottles of labs, to wash glassware and plastic ware Packing: 500ml bottle , Local or equivalent	10	Nos.			
4	Dish wash liquid To refill the dishwash bottles of labs, to wash glassware and plastic ware (Packing: 250ml each) Local or equivalent	15	Nos.			
5	Aluminum Foil 5m x 300mm Aluminum foil roll-Silver Diamond or equivalent	24	Rolls			
6	PBS Buffer Tablets pH 7.4, Each tablet for 100 ml Solution Packing: 100 Tablets in one Bottle Bioworld USA or equivalent	2	Bottles			

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7	Macrofibre clothe For cleaning purpose 40 x 40 cm or larger Local or equivalent (Packing: 12 Nos in one pack)	5	Pack			
8	Dustbin Plastic with cover, lab use, 30 L or more Local or equivalent 	12	Nos.			
9	Citric acid Lab Use Local or equivalent Packing: 1kg	1	No.			
10	Syringe filter 33 mm,0.45 um, (Packing: 100 Nos. in one box) China or equivalent As per sample available at IRCBM Department	3	Boxes			
11	Common Locks Simple Medium size locks to lock the rooms and offices Triple O China or equivalent  As per sample available at IRCBM Department	12	Nos.			
12	Pipette pumps (pipette wheel) To suck solvents with pipette of 1ml-10 mL capacity China or equivalent	12	Nos.			
13	Drawer locks 16 mm or better Wardrobe Locker, Furniture Lock with two iron kyes. Tri-Circle / Triple O China or equivalent 	30	Nos.			
14	Multiplug light power socket Three pin light plugs and sockets Local / China or equivalent 	24	Nos.			

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15	Light power extensions board Minimum 4 sockets with 6 feet cable Local / China or equivalent 	10	Nos.			
Part B (Sub Total Wise Basis)						
16	Surgical Gloves (small) powder free for lab use, (Packing: 100 pcs in one box) Handex / Latex or equivalent	20	Boxes			
	Surgical Gloves (Medium) powder free for lab use, (Packing: 100 pcs in one box) Handex / Latex or equivalent	20	Boxes			
	Surgical Gloves (Large) powder free for lab use, (Packing: 100 pcs in one box) Handex / Latex or equivalent	10	Boxes			
				Sub Total Amount (Rs.) of Part B		
Part C (Sub Total Amount Basis)						
17	Plastic tips for micropipette (Blue Tips) (Packing: 500 pcs in one pack) Local/ China or equivalent	2	Pack			
	Plastic tips for micropipette (Yellow Tips) (Packing: 500 pcs in one pack) Local/ China or equivalent	2	Pack			
				Sub Total Amount (Rs.) of Part C		
Part D (Sub Total Amount Basis)						
18	Micropipette single channel 10-100 uL China or equivalent	5	Nos.			
	Micropipette single channel 100-1000 ul China or equivalent	5	Nos.			
				Sub Total Amount (Rs.) of Part D		
Part E (Sub Total Amount Basis)						
19	Double sided tape For labeling and fixing, 1 inch width Four Bear or equivalent (as per sample available at IRCBM)	5	Nos.			

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20	Labeling tape White labeling adhesive paper tape 1 inch width Four Bear or equivalent (as per sample available at IRCBM)	10	Nos.			
Sub Total Amount (Rs.) of Part E						
Part F (Sub Total Amount Basis)						
21	Scotch tape transparent (1-inch width) Four Bear or equivalent (as per sample available at IRCBM)	12	Nos.			
22	Scotch packing tape (2-inch width) Four Bear or equivalent (as per sample available at IRCBM)	12	Nos.			
Sub Total Amount (Rs.) of Part F						
Part G (Sub Total Amount Basis)						
23	Lab Spatula (Steel road) Small size Chemical resistant steel Rod double sided, China or equivalent	5	Nos.			
	Lab Spatula (Steel road) Medium Size Chemical resistant steel Rod double sided, China or equivalent	5	Nos.			
	Lab Spatula (Steel road) Large Size Chemical resistant steel Rod double sided, China or equivalent	5	Nos.			
24	Lab Spatula Chemical resistant Plastic (single sided) Small China or equivalent	5	Nos.			
	Lab Spatula Chemical resistant Plastic (single sided) medium China or equivalent	5	Nos.			
	Lab Spatula Chemical resistant Plastic (single sided, Large China or equivalent	5	Nos.			
Sub Total Amount (Rs.) of Part G						
Part H (Sub Total Amount Basis)						
25	Dustbin shopper Plastic shoppers roll for dustbin usage with 50 Liter capacity per shopper Local / China or equivalent	10	Roll			
	Dustbin shopper Plastic shoppers roll for dustbin usage with 100 Liter capacity per shopper Local / China or equivalent	5	Roll			
Sub Total Amount (Rs.) of Part H						

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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.

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 required to visit the CUI-Lahore Campus (IRCBM Department) and meet with (Mr. Ashfaq / Mr. Muneeb) for inspection of the Samples before quoting rates to avoid Quality and specification issues.***
3. 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.
4. Bidders are advised to submit the bid on the prescribed BoQs 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.
5. ***Vendors are required to quote all items in each part where the Purchase Order shall be issued on Sub Total Amount Basis. In case vendor fails to quote all item in relevant part, the said part/bid shall be rejected.***
6. **Multiple rates of an item may also lead to the rejection of bid / item.**
7. **Purchase / work order shall be awarded to evaluated lowest bidder (s) Part A on item wise basis and Part B, C, D,E, F, G & H on Sub Total Basis (Head wise).**

Signature & Stamp of the Bidder

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GENERAL 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 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 **15 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. 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.
6. The quotation should be submitted in a sealed envelope.
7. The envelope shall also bear the word **"CONFIDENTIAL"** and the title of procurement of **"Consumable Items for R&D Purpose, Department of IRCBM, CUI-Lahore Campus"**

Secretary Purchase Committee
COMSATS University Islamabad, Lahore Campus
Defence Road, Off Raiwind Road, Lahore.
Tel: 042-111-001-007, Ext: 875
8. Payment will be made as per PPRA rules 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.
9. All prices should be quoted on F.O.R (Pak Rupees) and **valid for at least 60 days**.
10. In case of any dispute or grievance, the matter shall be addressed as per PPRA rules.
11. **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 warning letter, if the vendor fails to deliver the goods / services after the initial or extended delivery time, as the case may be.
12. The bid should be submitted in a sealed and stamped envelope up to **October 26, 2022 before 1400 Hrs** and will be opened on the same date at **1430 Hrs** 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. 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.
14. 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.

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15. 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:**