



COMSATS Institute of Information Technology, Lahore
Purchase Section

Date: June 15, 2017

Case # 2083

BoQs of Lunch & Refreshment Arrangements for Dental and Bio Material Summer Camp 2017,
Department of IRCBM, CIIT Lahore

Sr. #	Item Name	Detail & Specification	Qty		Prices should be quoted inclusive of all applicable taxes	
					Unit Price (Rs)	Total Price (Rs.)
1	Tea (One Time)	Milk Tea, Green Tea and Coffee (with hot water provision) with Biscuits, Chicken Sandwiches, Crockery, Cutlery, Napkins, Serving tables-to be set in the corridor inside IRCBM	30	Persons		
	Lunch (Daily in 05 Days)	Each day Two Dishes: One curry per day (either Chicken Qorma or Chicken Manchurian or Chicken Mughlai or Chicken Jalfrezi) and one rich dish per day (Butter rice, Egg Fried Rice, Biryani, Pulao, Vegetable Rice) with Soft Drinks, Nan, Raita, Crockery, Cutlery and Napkins (including Serving Tables)				
	Simple Tea (09 Times in 05 Days)	Milk Tea and Green Tea (Tea Bags) and Coffee (with Hot Water Provision) with Biscuits, Crockery, Cutlery, Napkins (Including Serving tables)90op				

Note:

- 30 Persons for 05 days, the persons can vary from the given number so the payment will be made accordingly.
- Food must be high quality and hygiene.
- Crockery & Cutlery must not be cracked, chipped, dirty or scratches.
- Purchase / work order (s) will be awarded **on Item Wise basis.**
- Please quote the rates on our BoQs, otherwise your bid / items may be rejected.
- Multiple prices of an item may lead to rejection of the item / bid.

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.

Signature of Contractor with Stamp

3. The exact completion / delivery time from the date of the purchase / work order will be **05 Days (July 10-14, 2017)**. 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.

The envelope shall bear the word **“CONFIDENTIAL”** and the identification **“Lunch & Refreshment Arrangements for Dental and Bio Material Summer Camp 2017, Department of IRCBM, CIIT Lahore”**, 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

7. 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.
8. All prices should be quoted on F.O.R (Pak Rupees) and **valid for at least 40 days**.
9. 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.
10. 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.
11. The bid should be submitted in a sealed and stamped envelope up to **June 21, 2017, 1100Hrs** and will be opened on the same date at **1130hrs** in the presence of available bidders.
12. 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:**.....

Signature of Contractor with Stamp

- NTN#:.....GST#:.....
- Signature:

Signature of Contractor with Stamp