



COMSATS Institute of Information Technology, Lahore
Purchase Section

Date: March 21, 2014

BoQs of Polish Material for Class room furniture for CIIT-Lahore

Sr. #	Item name / work detail	Quantity		Rates to be quoted inclusive of all (applicable) taxes	
				Unit Price (Rs.)	Total Price (Rs.)
1	Dana Lakh Golden No. 1	20	KG		
2	Sprit	50	Litre		
3	Black Siana (Large)	25	Pkt Large		
4	Red Siana (Large)	25	Pkt Large		
5	Full Yellow (Large)	25	Pkt Large		
6	Sundrus Quality No. 1	10	KG		
7	Sandoor Quality No. 1	1	KG		
8	Sand Paper 2 No.	2	Doz.		
9	Sand Paper 1.5 No.	2	Doz.		
10	Sand Paper 1 No.	2	Doz.		
11	Thinner Japan	15	Litre		
12	Cloth Malmal	30	yard		
13	Laker ICI	10	quarter		
14	Plastic of Paris	10	Pkts.		
15	Salais	1	KG		

Signature & Stamp of the Bidder

TERMS AND CONDITIONS

1. Part / Advance payments is not allowed.
2. The exact completion / delivery time from the date of the purchase / work order will be **07 days**. The handing over / completion time for this contract is of critical importance.
3. Your bid proposal should be inclusive of freight and all taxes delivered at COMSATS Institute of Information Technology, Lahore Campus's premises.
4. The quotation should be submitted in a sealed envelope.
5. The envelope shall bear the word "**CONFIDENTIAL**" and the identification "**Polish Material for Class room furniture**", 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

6. 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.
7. All prices should be quoted on F.O.R (Pak Rupees).
8. If the vendors fail to deliver the firm in time then the vendor will be charged penalty 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 fail to deliver the items during the extended then the supply order will be cancelled, earnest money and payment will be forfeited.
9. The bid should be submitted in a sealed and stamped envelope up to **March 25, 2014 before 10:30 AM**.
10. I/We the undersigned certify that the terms and conditions as contained in the documents Viz, “ Terms and Conditions for quotation 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