



# COMSATS Institute of Information Technology

Lahore Campus, Defence Road, Off Raiwind Road, Lahore

Case# 1295

Tender No. CIIT-TN-13-14-486

## **TERMS AND CONDITIONS**

**[All pages (BoQs & Terms & Conditions) are mandatory to be signed / stamped, Rates should be quoted on our prescribed format, failing which the bid may be rejected]**

1. The contract will be executed and handed over in satisfactory conditions up to the entire satisfaction of COMSATS Institute of Information Technology, Lahore Campus.
2. Documents along with Pay Order / Demand Draft amounting **Rs. 500/-** as a tender documents fee (Non-Refundable) in favor of COMSATS Institute of Information Technology, Lahore to the address given below. No bid will be accepted without tender documents' fee.
3. Partial / Advance payments is not allowed.
4. The exact completion/delivery time from the date of the purchase / work order will be **20 days**. The handing over / completion time for this contract is of critical importance.
5. Your bid proposal should be inclusive of freight and all taxes delivered at COMSATS Institute of Information Technology, Lahore Campus's premises.
6. After opening of bids COMSATS Institute of Information Technology, Lahore Campus will examine the bids for completeness as per tender document.
7. Purchase order (s) will be awarded to the lowest or technically recommend bidder (s) on the basis of item wise / subtotal wise / grand total wise according to the nature of BoQs.
8. Bidders who do not qualify cannot challenge the finding of the evaluation or ask for reason of disqualification.
9. The bid should be submitted in a sealed envelope up to **February 11, 2015** on or before **1400 hrs** and will be opened on the same date **at 1430 hrs** in the presence of available bidders.
10. The envelope should be marked as under;  
  
**Manager Purchase**  
**COMSATS Institute of Information Technology, Lahore Campus**  
Defence Road, Off Raiwind Road, Lahore.  
Tel: 042-111-001-007, Ext: 875
11. The envelope shall also bear the word "**CONFIDENTIAL**" and following identification quotation of "**Player Kits and Tracksuits for Sports Section , CIIT Lahore.**".
12. The bid form (Annex-I/BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.
13. 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 may be cancelled, earnest money and payment may be forfeited.
14. Deduction of Income Tax and other taxes of any will be deducted at source according to Government prevailing rules.

15. 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 / installation, and COMSATS acceptance / inspection thereof.
16. All prices should be quoted on **F.O.R (Pak Rupees)**.
17. All prices should be valid for at least **60 days**. Withdrawal or any modification of the original offer within the validity period shall entitle CIIT to forfeit the earnest money in favor of the CIIT and / or put a ban on such vendor participation in CIIT tenders / works.
18. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
19. In case of any dispute, decision of the Director, CIIT will be final and binding upon the parties.
20. The CIIT reserves the right to modify equipment specifications/quantities at any time before the award of work.
21. The bidder is required to furnish in form of **Bank deposit / CDR / Pay order equivalent to 2% of the total Bid price as Earnest Money crossed in favor of “COMSATS Institute of Information Technology, Lahore Campus”**. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal.
22. COMSATS Institute of Information Technology, Lahore Campus, reserves the rights to accept or reject if;

**No offer of a supplier/firm will be considered: -**

- i. Received without earnest money
  - ii. Received later than the date and time fixed for tender submission
  - iii. The tender is unsigned/ unstamped
  - iv. The offer is ambiguous
  - v. The offer is conditional
  - vi. The offer is from a firm, which is black listed, by any Govt. Office.
  - vii. The offer is received by telephone/telex/fax/telegram.
  - viii. Any unsigned / ambiguous erasing, cutting / overwriting etc. is made.
23. The tendered should furnish a certificate as worded below in token of acceptance of all the terms and conditions of the tender. Otherwise the tender will not be considered under any circumstances.
  24. I / We

- **Company / Vendor**

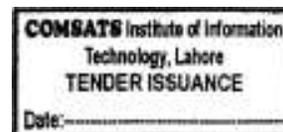
**Name:**.....

- **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.



**BoQs of Player Kits and Tracksuits for Sports Section , CIIT Lahore**

Sr.#	Item Name	Sports Name	Specifications	Qty	Prices should be quoted inclusive of all applicable taxes	
					Unit Price (Rs)	Total Price (Rs)
1	Players Kits	Hockey	Shirt & Shorts Fabric: Cool Mash "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with number on back of Shirt Two color printing of front logo on shirt Logo & Design will be provided by Sports Section CIIT Lahore	16 Nos		
		Football	Shirt & Shorts Fabric: Cool Mash "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with number on back of Shirt Two color printing of front logo on shirt Logo & Design will be provided by Sports Section CIIT Lahore	16 Nos		
		Cricket	Shirt & Trouser Fabric: Cool Mash "A" quality Color: White Single Color Printing of Back Logo with number on back of Shirt Two color printing of front logo on shirt Logo & Design will be provided by Sports Section CIIT Lahore	16 Nos		
		Volley Ball	Shirt & Shorts Fabric: Cool Mash "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with number on back of Shirt Two color printing of front logo on shirt Logo & Design will be provided by Sports Section CIIT Lahore	10 Nos		
		Basket Ball	Shirt & Shorts Fabric: Cool Mash "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with number on back of Shirt Two color printing of front logo on shirt	10 Nos		

			Logo & Design will be provided by Sports Section CIIT Lahore			
		<b>Athletics</b>	Shirt & Shorts Fabric: Cool Mash "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with number on back of Shirt Two color printing of front logo on shirt Logo & Design will be provided by Sports Section CIIT Lahore	<b>08 Nos</b>		
		<b>Swimming</b>	Shirt & Shorts Fabric: Cool Mash "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with number on back of Shirt Two color printing of front logo on shirt Logo & Design will be provided by Sports Section CIIT Lahore	<b>05 Nos</b>		
		<b>Badminton</b>	Shirt & Shorts Fabric: Cool Mash "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with number on back of Shirt Two color printing of front logo on shirt Logo & Design will be provided by Sports Section CIIT Lahore	<b>04 Nos</b>		
		<b>Chess</b>	Shirt & Shorts Fabric: Cool Mash "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with number on back of Shirt Two color printing of front logo on shirt Logo & Design will be provided by Sports Section CIIT Lahore	<b>04 Nos</b>		
		<b>Table Tennis</b>	Shirt & Shorts Fabric: Cool Mash "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with number on back of Shirt Two color printing of front logo on shirt Logo & Design will be provided by Sports Section CIIT Lahore	<b>05 Nos</b>		
		<b>Mountaineering</b>	Shirt & Shorts Fabric: Cool Mash "A" quality Color: Mix Navey Blue, White and Sky	<b>03 Nos</b>		

			Blue Single Color Printing of Back Logo with number on back of Shirt Two color printing of front logo on shirt Logo & Design will be provided by Sports Section CIIT Lahore			
		<b>Hiking</b>	Shirt & Shorts Fabric: Cool Mash "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with number on back of Shirt Two color printing of front logo on shirt Logo & Design will be provided by Sports Section CIIT Lahore	<b>03 Nos</b>		
<b>Sub Total of Sr.# 1 (RS)</b>						
<b>2</b>	<b>Player Tracksuits</b>	<b>Hockey</b>	Upper & Trouser Fabric: Macro "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with on back of Upper Two color printing of front logo on upper Logo & Design will be provided by Sports Section CIIT Lahore	12 Nos		
		<b>Football</b>	Upper & Trouser Fabric: Macro "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with on back of Upper Two color printing of front logo on upper Logo & Design will be provided by Sports Section CIIT Lahore	12 Nos		
		<b>Cricket</b>	Upper & Trouser Fabric: Macro "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with on back of Upper Two color printing of front logo on upper Logo & Design will be provided by Sports Section CIIT Lahore	12 Nos		
		<b>Volley Ball</b>	Upper & Trouser Fabric: Macro "A" quality Color: Mix Navey Blue, White and Sky	10 Nos		

			Blue Single Color Printing of Back Logo with on back of Upper Two color printing of front logo on upper Logo & Design will be provided by Sports Section CIIT Lahore			
		<b>Basket Ball</b>	Upper & Trouser Fabric: Macro "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with on back of Upper Two color printing of front logo on upper Logo & Design will be provided by Sports Section CIIT Lahore	10 Nos		
		<b>Athletics</b>	Upper & Trouser Fabric: Macro "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with on back of Upper Two color printing of front logo on upper Logo & Design will be provided by Sports Section CIIT Lahore	06 Nos		
		<b>Swimming</b>	Upper & Trouser Fabric: Macro "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with on back of Upper Two color printing of front logo on upper Logo & Design will be provided by Sports Section CIIT Lahore	02 Nos		
		<b>Badminton</b>	Upper & Trouser Fabric: Macro "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with on back of Upper Two color printing of front logo on upper Logo & Design will be provided by Sports Section CIIT Lahore	03 Nos		

		<b>Chess</b>	Upper & Trouser Fabric: Macro "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with on back of Upper Two color printing of front logo on upper Logo & Design will be provided by Sports Section CIIT Lahore	02 Nos		
		<b>Table Tennis</b>	Upper & Trouser Fabric: Macro "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with on back of Upper Two color printing of front logo on upper Logo & Design will be provided by Sports Section CIIT Lahore	03 Nos		
		<b>Mountaineering</b>	Upper & Trouser Fabric: Macro "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with on back of Upper Two color printing of front logo on upper Logo & Design will be provided by Sports Section CIIT Lahore	02 Nos		
		<b>Hiking</b>	Upper & Trouser Fabric: Macro "A" quality Color: Mix Navey Blue, White and Sky Blue Single Color Printing of Back Logo with on back of Upper Two color printing of front logo on upper Logo & Design will be provided by Sports Section CIIT Lahore	02 Nos		
<b>Sub Total of Sr. # 02 (Rs)</b>						

- Price should be quoted inclusive of all applicable taxes on our prescribed BoQs. Do not use your own company letterhead otherwise your bid/proposal may be rejected.
- Purchase/Supply order will be awarded on Sub Total Basis as per above mentioned BoQs.

