



# COMSATS Institute of Information Technology

Lahore Campus, Defence Road, Off Raiwind Road, Lahore

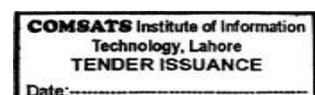
Tender No. CIIT-TN-13-14-503

## 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. The contract will be executed and handed over in satisfactory conditions up to the entire satisfaction of COMSATS Institute of Information Technology, Lahore Campus.
3. Documents along with Pay Order / Demand Draft amounting to **Rs. 500/-** as a tender documents fee (Non-Refundable) shall be submitted in favor of COMSATS Institute of Information Technology, Lahore to the address given below. No bid will be accepted without tender documents' fee
4. Part / Advance payments is not allowed.
5. 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.
6. Your bid proposal should be inclusive of freight and all other taxes delivered at COMSATS Institute of Information Technology, Lahore Campus's premises.
7. After opening of bids, COMSATS Institute of Information Technology, Lahore Campus will examine the bids for completeness as per tender document.
8. Purchase order (s) will be awarded to the lowest or technically recommended bidder (s) on the basis of item wise / subtotal wise / grand total wise according to the nature of BoQs.
9. Bidders cannot challenge the finding of the evaluation or ask for reason of disqualification.
10. The bid should be submitted in a sealed envelope up to **March 25, 2015** on or before **1400 hrs** and will be opened on the same date **at 1430 hrs** in the presence of available bidders.
11. The envelope 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
12. The envelope shall also bear the word "**CONFIDENTIAL**" and following identification quotation of "**Electric, Paint, Welding, Carpentry and AC Items for Works Department (Semester Requirement)**".
13. The bid form (BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.
14. **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 will be cancelled, earnest money and payment will be forfeited.

**Signature & Stamp of Bidder**



15. 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.
16. Deduction of Income Tax and any other tax will be deducted at source according to Government prevailing rules.
17. 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.
18. All prices should be quoted on F.O.R (Pak Rupees).
19. 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.
20. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
21. In case of any dispute, decision of the Director, CIIT will be final and binding upon the parties.
22. The CIIT reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
23. 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.
24. COMSATS Institute of Information Technology, Lahore Campus reserves the rights to accept or reject the bid if;
  - 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. Offer is made by the unauthorized agent/ supplier of the original equipment manufacturer.
  - vii. The offer is from a firm, which is black listed by any Govt. Office.
  - viii. The offer is received by telephone/telex/fax/telegram.
  - ix. Any unsigned / ambiguous erasing, cutting / overwriting etc. is made.

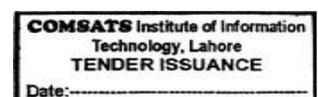
25. The bidder should furnish a certificate as worded below in token of acceptance of all the terms and conditions of the tender. Otherwise the tender will not be considered under any circumstances.

26. 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.

**Signature & Stamp of Bidder**



<b>Electric, Paint, Welding, Carpentry and AC Items for Works Department (Semester Requirement Feb. to June 2015)</b>					<b>Quoted Model / Brand</b>	<b>Rates to be quoted inclusive of all taxes</b>	
<b>Sr. #</b>	<b>Items name with Specification</b>	<b>Make / Brand</b>	<b>Unit</b>	<b>QTY.</b>		<b>Unit Price (Rs.)</b>	<b>Total Price (Rs.)</b>
	<b>Electrical</b>						
1	Tube Rod 20 Watt	Philips or equivalent	Nos	150			
2	Tube Rod 40 watt	Philips or equivalent	Nos	150			
3	Starter S-10	Philips or equivalent	Box	4			
4	Starter S-02	Philips or equivalent	Box	3			
5	Energy Saver 23 Watt S/T E-27 Type having one year warranty	Phillips or equivalent	Nos	700			
6	Energy Saver 11 Watt S/T E-27 Type having one year warranty	Phillips or equivalent	Nos.	80			
7	Energy Saver 80 Watt E-40 Type having one year warranty	Phillips or equivalent	Nos	25			
8	Energy Saver 45 Watt S/T E-27 Type having one year warranty	Philips or equivalent	Nos.	40			
9	Energy Saver Holder E-27	Chenab or equivalent	Nos.	100			
10	Capsule Lights	Star or equivalent	Nos.	100			
11	Light Plug Multi with Box	Exelent or Equivalent	Nos.	200			
12	Three Pin Plug for Light Plug 15 Amp	Batha or equivalent	Nos.	50			
13	Two Pin Plug 15 Amp	Batha or equivalent	Nos	70			
14	Power Plug 30 Amp	Exelent or Equivalent	Nos.	150			
15	Three Pin Plug for Power Plug 30 Amp in Porcelain	Batha or equivalent	Nos.	150			
16	Dimmer	Royal/ Pak or equivalent	Nos	70			
17	Dimmer UPS / Generator (Imported Fitting)	Risen or equivalent	Nos	80			
18	Switch Button on / off 6 Amp	KM or equivalent	Nos.	120			
19	Socket Two Pin 6 Amp	KM or equivalent	Nos.	120			
20	PVC Duct 16mm x 25mm	Adamjee or equivalent	Length	100			
21	PVC Duct 40mm x 40mm	Adamjee or equivalent	Length	60			
22	PVC Duct 16mm x 38mm	Adamjee or equivalent	Length	50			

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23	Cable 3/0.0029 1-Core Copper	GM or equivalent	Coil	8			
24	Cable 7/0.0029 1-core Copper	GM or equivalent	Coil	5			
25	Cable 3/0.0029 2-Core Copper	GM or equivalent	Coil	2			
26	PVC Tape (insulation)	OSAKA or equivalent	Nos	150			
27	Thimble 16mm2 Copper	JM or equivalent	Nos	50			
28	Thimble 35mm2 Copper	JM or equivalent	Nos	50			
29	Thimble 50mm2 Copper	JM or equivalent	Nos	50			
30	Thimble 70mm2 Copper	JM or equivalent	Nos	70			
31	Thimble 120mm2 Copper	JM or equivalent	Nos	30			
32	Thimble Press Machine 16mm to 120mm	Japan made	Nos	1			
33	Circuit Breaker 16 Amp S/Pole	Legrend or equivalent	Nos	50			
34	Circuit Breaker 20 Amp S/pole	Legrend or equivalent	Nos	100			
35	Circuit Breaker 32 Amp S/Pole	Legrend or equivalent	Nos	100			
36	Circuit Breaker 32 Amp 3/Pole MCCB	Legrend or equivalent	Nos.	50			
37	Circuit Breaker 100 Amp 3/Pole MCCB (IA 10 KA)	Legrend or equivalent	Nos	7			
38	Circuit Breaker 200 Amp 3/Pole MCCB (IA 15-20 KA)	Legrend or equivalent	Nos	3			
39	Capacitor 2.5 uf	Fuji or equivalent	Nos	150			
40	Capacitor 3.0 uf	Fuji or equivalent	Nos.	150			
41	Rawal Bolt 2", 3"	Local	Nos.	48			
42	Rawal Bolt 3", 3"	Local	Nos.	48			
43	Screw 01"	Local	Pack	4			
44	Steel Nail 1"	Local	Pcak	4			
	<b>Carpentry</b>						
45	Wooden Ply 2"	Sun Lite Karachi or Equivalent	No.	18			
46	Wooden Ply 1"	Sun Lite Karachi or Equivalent	No.	18			
47	Screw 5/8" nos.4	Eagle / Adamji / Local or Equivalent	Dozen	5			

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48	Screw 1/2" nos.4	Eagle / Adamji / Local or Equivalent	Dozen	5			
49	Steel Screw 1" nos.8	Eagle / Adamji / Local or Equivalent	Dozen	5			
50	Steel Screw 1/2" nos.6	Eagle / Adamji / Local or Equivalent	Dozen	5			
51	Steel Screw 1/2" nos.8	Eagle / Adamji / Local or Equivalent	Dozen	5			
52	Steel Screw 3/4" nos.8	Eagle / Adamji / Local or Equivalent	Dozen	5			
53	Steel Screw 3/4" nos.6	Eagle / Adamji / Local or Equivalent	Dozen	5			
54	Steel Nail 3"	China or Equivalent	Kg	10			
55	Steel Nail 2"	China or Equivalent	Kg	10			
56	Steel Nail 1.5"	China or Equivalent	Kg	10			
57	Steel Nail 1"	Mughal or Equivalent	Kg	10			
58	Nail Topes 2"	Mughal or Equivalent	Kg	10			
59	Nail Topes 1.5" (17 No.)	Mughal or Equivalent	Kg	10			
60	Nail Topes 1.5" (14 No.)	Mughal or Equivalent	Kg	10			
61	Nail Topes 1" (14 No.)	Mughal or Equivalent	Kg	10			
62	Nail- 3" (Simple)	Mughal or Equivalent	Kg	10			
63	Nail-2" (Simple)	Mughal or Equivalent	Kg	10			
64	Nail-1" (Simple)	Mughal or Equivalent	Kg	10			
65	Door Closer	Primo / Pakistan or Equivalent	Dozen	2			
66	Drawer Lock	-	Dozen	10			
67	Rowel Bolt 2"	China or Equivalent	Dozen	2			
68	Rowel Bolt 1"	China or Equivalent	Dozen	2			
69	Chutkhni (Large)	Stain Less Steel	Dozen	2			
70	Chutkhni (Small)	Steel Made	Dozen	2			
71	Catcher Box	Italy or Equivalent	Dozen	2			
72	Handle ( Door dasti)	Local	Dozen	2			

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73	Stone Cutting Disk 9"	Horse / China or Equivalent	Dozen	2			
74	Stone Cutting Disk 4"	Horse / China or Equivalent	Dozen	2			
75	Grinding Disk 9"	Horse / China or Equivalent	Dozen	2			
76	Grinding Disk 4"	Horse / China or Equivalent	Dozen	2			
77	Lock Round	Chrome / China or Equivalent	Dozen	2			
78	Tower Bolt 6"	As Sample	Dozen	2			
79	Glue (1 Kg Pk)	Mowliith / Ger or Equivalent	Pkt	15			
80	Samad Bond (1/4 Kg pk)	Samad or Equivalent	Pkt	24			
81	Arl 12" (Chrome / Galvanized Plated)	Local	No	24			
82	Dana Lakh	Golden No. 1 or Equivalent	Kg	30			
83	Sundruss	-	Kg	8			
84	Sundoor	-	Kg	3			
85	Sayany	Small	Pkt	24			
86		Large	Pkt	24			
87	Suraish	-	Kg	6			
88	Sprit	-	Ltr.	60			
89	Lacker	ICI or Equivalent	Qtr.	25			
90	Mulmul	-	Meter	100			
91	Rawal Bolt (Plastic 12 No.)	-	Pkt	50			
92	Sand Paper	China or Equivalent	Dozen	8			
93	Thiner	ICI or Equivalent	Gallon	10			
	<b>A.C</b>						
94	Refrigerant R-22 (Genetron)	USA	Cylinder	40			
95	Refrigerant R-134 (Genetron)	USA	Cylinder	5			
96	Copper Rod	China	Kg	5			
97	Pital Rod	China	Kg	3			
98	Copper coil 6/8" -22 guage	USA	Feet	50			

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99	Copper coil 3/8" -22 guage	USA	Feet	50			
100	Copper coil 5/8" -22 guage	USA	Feet	50			
101	Copper coil 1/2" -22 guage	USA	Feet	50			
102	Copper coil 1/4" -22 guage	USA	Feet	50			
<b>Paint and Welding</b>							
103	Sand paper 150 NO Water Proof	Korian or equivalent	Nos	250			
104	sand paper 110 NO Water Proof	Korian or equivalent	Nos	150			
105	Plaster of pares	Local or equivalent	Packets	200			
106	Gillu	Movilith or equivalent	Kg	100			
107	Acrylic	Taj Mehal or equivalent	Kg	50			
108	Paint Ruller with Tray Captan	Captan or equivalent	Nos	10			
109	Captan Brush 5"	Captan or equivalent	Nos	10			
110	Captan Brush 3"	Captan or equivalent	Nos	10			
111	Grinding Disk 9"	As Per Sample or equivalent	Nos	100			
112	Grinding Disk 7"	As Per Sample or equivalent	Nos	80			
113	Window Stay	Sitara Marka or equivalent	Nos	24			
114	Window Mesh 12/24	Local	Foot	300			
115	Welding Rod 10 NO & 12 No	Local	Box	100			
116	Rowel Bolt 1/2"	Local	Nos	300			
117	Rowel Bolt 5/16" Dia	Local	Nos	300			
118	Chain	As Per Sample	Kg	50			
119	Cutter	Korian or equivalent	Nos	1			
120	Ruller Heinges 2"	Sitara Marka or equivalent	Nos	50			
121	Ms sheet 16 swg (8'x4')	Local	Nos	5			

**Note:**

- Please quote the rates on our BoQs and clearly mention the quoted model / brand otherwise your item (s) / bid may be rejected.
- The Purchase / Work order (s) will be awarded on **Item Wise** basis.

Signature & Stamp of Bidder