



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. Terms & Conditions and BoQs should be attached with Technical and Financial bids, otherwise your tender/bid(s) may be rejected.
3. Documents along with Pay Order / Demand Draft amounting **Rs. 1,000/-** 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
4. Part / Advance payments is not allowed.
5. The exact completion/delivery time from the date of the purchase / work order will be **120 days**. The handing over / completion time for this contract is of critical importance.
6. The bid proposal should be inclusive of all freight and packaging charges and will be delivered at Lahore Airport.
7. **The payment will be made in Pak Rupees to the Local Vendor/Supplier against the conversion rate of actual GD-1(Conversion Rate) as per following formula.**

Foreign Currency (as per PO) x Conversion rate of GD-1 = Total Amount in Pak Rupees

8. **Shipment will be cleared by COMSATS Lahore Campus from Custom Authorities.**
9. 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.
10. COMSATS Institute of Information Technology, Lahore Campus, will follow the PPRA rule of **single stage two envelope procedure**;
 - i. The bid shall comprise a single package containing **two separate envelopes**. Each envelope shall contain separately the **financial proposal** and the **technical proposal**;
 - ii. The envelopes shall be marked as **"FINANCIAL PROPOSAL"** and **"TECHNICAL PROPOSAL"** in bold and legible letters to avoid confusion;
 - iii. Initially, only the envelope marked **"TECHNICAL PROPOSAL"** shall be opened;
 - iv. The envelope marked as **"FINANCIAL PROPOSAL"** shall be retained in the custody of the procuring agency without being opened;
 - v. The procuring agency shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements;

- vi. During the technical evaluation no **amendments** in the technical proposal shall be permitted;
 - vii. The financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
 - viii. After the evaluation and approval of the technical proposal the procuring agency, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically nonresponsive shall be returned un-opened to the respective bidders;
 - ix. and
 - x. The bid found to be the lowest evaluated bid shall be accepted.
11. Bidders who do not qualify cannot challenge the finding of the evaluation.
12. The bids should be submitted in a sealed envelope up to **20-04-2015** on or before **14:00 hrs** and will be opened on the same date **at 14:30 hrs** in the presence of available bidders.
13. 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
14. The envelope shall also bear the word **“CONFIDENTIAL”** and following identification quotation of **“Lab Equipment for IRCBM Department”**.
15. The bid form (Annex-I) must be duly filled in, stamped and signed by the authorized representative of the bidder.
16. **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.
17. 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.
18. All prices should be quoted in **C&F with all freight charges.**
19. All prices should be valid for at least **120 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-Lahore, will be final and binding upon the parties.
22. The CIIT-Lahore reserves the right to modify equipment specifications/quantities at any time before the award of work.
23. The bidder is required to furnish in form of Bank deposit /C.D.R / 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. Warranty will be on the part of supplier, which is **One Year Warranty** after the completion of supply /work.
25. **05%** of the total value of the Invoice will be retained for **One Year** as security by COMSATS Institute of Information Technology, Lahore Campus, and will be released after the completion of warranty period, which will start from the date of completion of work
26. COMSATS Institute of Information Technology, Lahore Campus, reserves the rights to accept or reject any or all bids without assigning any reason whatsoever.

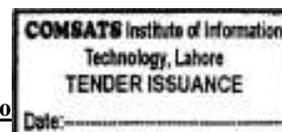
No offer of a supplier/firm will be considered if: -

 - 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. The offer is from a firm, which is black listed, by any Govt. Office.
 - vii. The offer is received by telephone/telex/fax.
 - viii. Any unsigned / ambiguous erasing, cutting / overwriting etc. is made.
27. 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.

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 Lab Equipment for IRCBM Department, CIIT-Lahore

#	Equipment Name	Name	Details/Specifications	Qty	Have you facilitated /provided this in your offer?		Rates to be quoted in C&F Lahore with all freight charges at Lahore Airport				
					Yes	No	Quoted Model/Make	Quoted Currency	Unit Price(C&F Lahore Airport)	Total Price (C&F Lahore Airport)	
1	Semiautomatic Rotary Microtome	Purpose of the Rotary Microtome	It is to be a semi automatic rotary microtome which facilitates cutting thin sections of soft and hard material embedded in paraffin or plastic.								
		Features	Semiautomatic rotary mode with retraction function								
			Ergonomic Hand wheel handle lockable in any position via brake lever								
			Disposable blade holder with integrated safety and adjustability								
			External control and Display panel								
			Quick-release type specimen clamp &"C clamp								
			With two types of specimen clamps								
			Memory Function								
			Electric coarse feed Speed 300m/s (slow)& 900 m/s(rapid)								
			Section thickness range: 0- 600µm								
			Can hold maximum specimen size40"50mm								
			Blade holder can be repositioned 50mm								
Specimen holder orientation+- 8°											
	Voltage/Frequency 50-60HZ										

			Dimensions (WxDXH) 41 x 55 x 32cm						
			Weight 35-37 KG						
			Spacious, integrated section waste tray						
		Supporting Documents	Original Technical literature in English is required and must not contain any technical information which comes into conflict with the information in this BoQ						
		Warranty	Minimum period of 1 year						
2	Power Supply	Purpose of Power Supply	It is to be a Power Supply with programming function to set a range of current/voltage & wave forms	1N o					
		Main Features	Effective current 2 – 5 A						
			DC output: Voltage and Current 20 - 30 V, 2 - 5A						
			Current setting resolution, < 5 mA						
			voltage setting resolution < 500µA						
			Integrated Control Unit (LC-Display, Keypad) for manual mode operation						
			Switchable to auto mode via serial communication (RS 242) or USB port						
			Setting of complex wave form (Sine/square/ pulse) with graphical display to show adjusted output waveform						
			Operational mode: Manual & Programming						
		Time Programming options	The output waveform can be programmed in different shapes e.g. Pulse, sine wave, ramp etc.						
			Time of each step in between 0 – 10 seconds						
			Cycles (repeating per step): 50 or greater						
		Warranty	Minimum period of 1 year						
Other	Supporting Documents: Original Technical literature in English is required and must not contain any								

			technical information which comes into conflict with the information in this BoQ						
3	Cold Storage Room	Purpose	To Perform reaction at low temperature in a controlled environment	1	No				
		Main Body	Inner volume at least 10m ³						
			Good insulation						
			Non-corrosive Panels						
		others	Suction pressure regulators with related accessories						
			Temperature Range: at least -5°C to 10°C						
			Warranty 12 months						
Supporting Documents: Original Technical literature in English is required and must not contain any technical information which comes into conflict with the information in this BoQ									
4	3-D Printer (DLP-SLA)	Purpose	The printer [DLP SLA based] should facilitate 3 dimensional precision printing of polymers and ceramic containing polymers (composites) using raw materials in liquid and paste forms. Its accessories should facilitate the aforementioned tasks and also facilitate capturing of printable 3D drawings/images.	1	No				
		Resolution	Z-axis: 5 µm or better						
			X/Y axis: 100 µm or better						
		Light Source	Laser 405 nm						
		Build Size	70 mm (or more) x 40 mm (or more) x 100 mm (or more) at highest resolution						
		Connectivity	USB						
		Display	On interfaced computer through provided software						
Computer	4 th Gen Core i-7 system (or better) with 12 GB RAM (or higher) and 1 TB hard disk (or bigger) with 19 inch or bigger high resolution widescreen monitor. With high performing independent graphics card.								

			Windows 7 or better such that this system is compatible with the 3-D printer and its accessories (e.g. 3D scanner)						
		Software	Should handle CAD formats such as STL and more						
		Accessories	3D Scanner: 3D scanner for maximum object size of 8 inch diameter and 8 inch height, minimum object height of 0.39 inches and minimum object diameter 0.39 inches, 50-150 microns resolution or better, Output file formats should be usable through provided software and 3-D printer						
			1000 mL photocurable resin						
		Warranty	Minimum 1-year all parts warranty valid in Pakistan						
		Supporting Documents	Original Technical literature in English is required and must not contain any technical information which comes into conflict with the information in this BoQ						

5	Ion selective electrodes	Purpose	To measure pH and direct ion measurement	1 No							
		Main body	Both manual and automatic ISE calibration								
			Point to point ISE calibration with high and low concentration range								
			Handheld/bench top meter with multimode power scheme (battery, power adapter, computer's USB port)								
			extended life battery for up to minimim 2000 hr								
			automatic and manual pH calibration								
			ISE connectors and USB interface								
			Electrodes							Reference Electrodes Silver-Silver chloride referance electrode [2 pieces]	
		Saturated Calomel Electrode [2 pieces]									
		Fluoride [1 piece]									
		Silver [1 piece]									
		Calcium [1 piece]									
		Nitrate [1 piece]									
		Sodium [1 piece]									

		Potassium [1 piece]						
		Copper [1 piece]						
		pH electrode [2 pieces]						
	others	Digital Control Panel						
		All required Buffer Solutions						
		All required Standard Solutions						
		All required Calibration Solutions (10Molar to 0.001 Molar)						
		Ion Analyzer Software						
		PC with printer						
		Supporting Documents	Original Technical literature in English is required and must not contain any technical information which comes into conflict with the information in this BoQ					
6	HPLC Pumps for Hydrothermal Synthesis	Purpose	The HPLC pumps shall be used to flow solutions between pH 3 and pH 12 as part of a continuous hydrothermal flow synthesis system					
		Details	Flow Rate: 0.1 - 25 ml/min (for both low and high pH liquids)					
			Maximum Pressure: 6000 psi or better					
			Spares: 1/16 inch 316L SS tubing, 1 meter					
			3-way PTFE valve with single key for liquid flow into pump heads					
			Spare: Seats and O-rings (2 sets each)					
			Tool kit and other necessary spares					
			Spares: 2 outlet and inlet cartridges					
		Accessories	3-way PTFE valve (04 Qty) (3-way PTFE valve with single key, should be able to connect to 1/8 inch (outer diameter) PTFE tubing, should include caps and spare O-rings)					
			PTFE tubing (a. 1/8 inch outer diameter,(6 meters) b. 4 mm ID and 6 mm OD) (16 meters)					
PTFE fittings (a, Straight union reducer 6								

		mm (OD) - 3 mm (OD, (02 Qty) b. T-piece 6mm OD) (02 Qty)						
	Supporting Documents	Technical documents for HPLC pumps in English are required. Data in these documents should not be in conflict with the requirements of this BoQ						

- **Kindly tick/mark the Yes/No Column on our prescribed BoQs, do not use your own letter head. Otherwise your bid/tender will be rejected.**
- **In Addition to filling of the attached BoQs, supporting literature of the quoted 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 literature model. So the item/bid may be rejected.**
- **Terms & Conditions and BoQs should be attached with Technical and Financial bids, otherwise your tender/bid(s) may be rejected.**
- **Rates should be quoted inclusive of all freight charges (Item Wise).**

