



COMSATS Institute of Information Technology

Lahore Campus, Defence Road, Off Raiwind Road, Lahore

Case# 1392

Tender No. CIIT-TN-13-15-528

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. 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.
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 recommend bidder (s) on the basis of item wise / subtotal wise / grand total wise according to the nature of BoQs.
9. Bidders who do not qualify 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 **May 20, 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;

Manager Purchase

COMSATS Institute of Information Technology, Lahore Campus

Defence Road, Off Raiwind Road, Lahore.

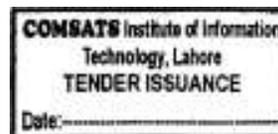
Tel: 042-111-001-007, Ext: 875

12. The envelope shall also bear the word "**CONFIDENTIAL**" and following identification quotation of "**Lab Requirements (Items) for Chemical Engineering Department for Spring 2015.**".
13. The bid form (Annex-I/BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.
14. 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.
15. Deduction of Income Tax and other taxes of any will be deducted at source according to Government prevailing rules.

16. 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.
17. All prices should be quoted on **F.O.R (Pak Rupees)**.
18. 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.
19. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
20. In case of any dispute, decision of the Director, CIIT will be final and binding upon the parties.
21. The CIIT reserves the right to modify equipment specifications/quantities at any time before the award of work.
22. 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.
23. 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.
24. 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.
 25. I/We 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 Requirement (Items) for Chemical Engineering Department (Spring 2015).

S.N	Item's Name	Specification	QTY	Rates to be quoted inclusive of all taxes	
				Total Price (Rs)	
Heat Transfer Operations Lab					
1	Beaker	1000 ml	3	No.	
2	Stop Watch	Disposable	5	No.	

3	Boiler Heating Element with built in thermostat	3000 Watt	1	No.	
Fluid Mechanics Lab					
1	Beaker (plastic)	5 liter	1	No.	
2	Beaker (plastic)	10 liter	1	No.	
3	Screw Driver (ket)	medium size	1 kit	No.	
4	Dusting Cloth	Regular size	2 Packets	No.	
5	Wrench	12 Inch	2	No.	
Chemistry Lab					
1	Sodium Chloride		1	kg	
2	Oxalic Acid		1	kg	
3	HCL (commercial)		20	Liter	
4	Methanol		2.5	Liter	
5	Burners		10	gm	
6	Chromotogram paper strips		1000-	Strips	
7	Surgical Mask		10	boxes	
8	Seprating Funnel 50 ml		10	No	
9	Pipate 10 ml		50	No	
10	Beurate stand		20	No	
11	Beaker 1000 ml		20	No	
12	Beaker 500 ml		30	No	
13	Beaker 250 ml		30	No	
14	Beaker 100 ml		30	No	
15	Beurate 50 ml		20	No	
16	Hot Plate		3	No	
17	Magnetic stirror with hot plate		3	No	

18	Measuring Flask 100 ml		30	ml	
19	Pipate sucker Syringe type (red color)		24	Nos	
20	Surgical Gloves (rubber)		10	box	
21	Wire Guaz		12	No	
22	Measuring Cylinder 100 ml		10	No	
23	Measuring Cylinder 50 ml		12	No	
24	Measuring Cylinder 10 ml		15	No	
Chemical Engineering Plant Design Lab					
1	AspenTech University Package for Process Engineering	One Year Multi-user License	1	No.	
Chemical Process Technology Lab					
1	Silver Nitrate		25	gm	
2	Copper Nitrate		25	gm	
3	Soduim Metal in Kerosene		50	gm	
4	Hydrobromic Acid	48%	500	ml	
5	Castor Oil		1	L	
6	Methanol	99.80%	2.5	L	
7	Tygon tubin	5m	1	Bundle	
8	Intek Adhesive		1	Bottle	
9	standard methyl ricinoleate		100	mg	
10	Acetonitrile		500	ml	
11	Heating Element (Heater)		1	No	
12	Disposable dropers (3ml)	3ml	50	No	
13	Magnetic Stirrer		3	No	

14	Round bottom Conical flask (250 ml)	250 ml	2	No	
15	Round bottom Conical flask (100 ml)	100 ml	2	No	
16	Caustic Soda (NaOH), Analytical Grade		1	kg	
17	Three neck conical flask (250 ml)	250 ml	2	No	
18	Silver nitrate (Analytical grade)		500	gm	
19	Beaker (500mL)	500ml	1	No	
20	Beaker (250mL)	250ml	3	No	
21	Beaker (100mL)	100ml	3	No	
22	Measuring Flask (500mL)	500ml	1	No	
23	Reagents Bottle (250mL)	250ml	12	No	
24	Sample vials (8ml)	8 ml	50	No	
25	pH paper roll		1	No	
26	Ammonium metatungstate		500	gm	
27	zirconium oxychloride		500	gm	
28	Zinc Nitrate hexahydrate	Analytical grade	500	gm	
29	Benzimidazole	98%	100	gm	
30	cobalt acetate tetrahydrate	Analytical grade	500	gm	
31	cobalt nitrate hexahydrate	Analytical grade	500	gm	
32	2-methylimidazole	Analytical grade	100	gm	
33	2-nitroimidazole	Analytical grade	1	gm	

34	4,5-dichloroimidazole	Analytical grade	5	gm	
35	Toluene	Analytical grade	2.5	L	
36	dimethylformamide	Analytical grade	2.5	L	
37	N,N-diethylformaide	Analytical grade	2.5	L	

- 1. Price should be quoted inclusive of all taxes on our prescribed BoQs. Do not use your own company letterhead otherwise your bid/proposal will be rejected.**

