



COMSATS Institute of Information Technology

Lahore Campus, Defence Road, Off Raiwind Road, Lahore

Case# 1540

Tender No. CIIT-TN-13-15-591

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 **30 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. 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.
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 **September 28, 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 "**Equipments, Gas Cylinders & Pressure Regulator for chemical Engineering department, CIIT-lahore.**".
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 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 may be cancelled, earnest money and payment may be forfeited.
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 other taxes of any 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 equipment quantities at any time before the award of work.
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 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.

25. 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.

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.

BoQs of Equipment’s, Gas Cylinders & Pressure Regulator for Chemical Engineering
Department, CIIT Lahore

Sr.#	Item Name	Specification	Have you facilitated/ provided this in your offer?		Qty	Prices should be quoted inclusive of all applicable taxes		
			Yes	No		Quoted Brand/ Model	Unit Price (Rs)	Total Price (Rs)
Equipment’s								
1	Gas detector and alarm for Methane	Fixed point gas detector and alarm equipped with sensor to detect methane at low levels			01 No			
		Provision of wall or ceiling mounting						
		Literature must be provided along with the bid						
2	Gas Permeation Set-up	Set-up for the testing of membranes for gas separation under different gas composition and upstream pressure			01 No			
		Compatible with mass flow controllers to vary the gas composition						

		Upstream pressure through back pressure regulator					
		Compatibility of the set-up with gas chromatograph on the permeate site					
		Work benches for the pre-treatment of the membranes					
		Flux measurement set-up based on constant volume or constant pressure mechanism on the permeate side					
3	Fume Hoods for the Casting of dense Membranes	Fumehood for the evaporation of solvent during membrane casting			01 No		
		Dimensions: External Size: 48 (W) x 54 (H) x 26(D) Inches Approximately Internal Size: 42 (W) x 36 (H) x 25 (D) Inches Approximately					
		Vapor proof fluorescent lights					
		Base cabinet having 30" height and same width as fumehood.					
		Powerful motor and blower system capable to generate high velocity at working surface.					
		Chemical resistant flat working surface					
4	Fume Hoods for the Casting of assymetric Membranes	Fumehood for the evaporation of solvent during film casting of the membranes.			01 No		
		Provision of the insertion of membrane casting device in the hood					
		Dimensions: External Size: 48 (W) x 54 (H) x 26(D) Inches Approximately Internal Size: 42 (W) x 36 (H) x 25 (D) Inches Approximately					
		Vapor proof fluorescent lights					
		Base cabinet having 30" height and same width as fume hood.					
		Powerful motor and blower system capable to generate high velocity at working surface.					
		Chemical resistant flat working surface					

5	Fume Hoods for the Casting of composite Membranes	Fumehood for casting of composite membranes			01 No			
		Provision of the insertion of membrane dip-coating device in the hood						
		Dimensions: External Size: 48 (W) x 54 (H) x 26(D) Inches Approximately Internal Size: 42 (W) x 36 (H) x 25 (D) Inches Approximately						
		Vapor proof fluorescent lights						
		Base cabinet having 30" height and same width as fume hood.						
		Powerful motor and blower system capable to generate high velocity at working surface.						
		Chemical resistant flat working surface						
		Gas Cylinders & Pressure Regulators						
1	Gas Bottle (CO2)	50 liter steel cylinder at 30 kgs.			01 No			
		BS 8 valve						
		Analytical grade having purity of 99.995%						
		Cylinder must meet the European Quality Standard						
		Vendor must attach the latest 'Certificate of Analysis' from the original manufacturer. The absence of this certificate will cancel the bid.						
2	Gas Bottle (CH4)	50 liter steel cylinder at 13m ³ .			01 No			
		BS 4 valve						
		Analytical grade having purity of 99.995%						
		Cylinder should meet the European Quality Standard						
		Vendor must attach the latest 'Certificate of Analysis' from the original manufacturer. The absence of this certificate will cancel the bid.						
3	Gas Bottle (N2)	50 liter steel cylinder at 9 m ³ .			01 No			
		BS 3 valve						

		Analytical grade having purity of 99.995%					
		Cylinder should meet the European Quality Standard					
		Vendor must attach the latest 'Certificate of Analysis' from the original manufacturer. The absence of this certificate will cancel the bid.					
4	Pressure regulator for CO2	Brass, two stage, high purity regulators for non-corrosive analytical and process applications up to 310 bar.			1 No		
		Teflon seat.					
		Diaphragm: 316L stainless steel.					
		Bonnet: nickel plated brass.					
		Inlet: cylinder connection Outlet: 1/4 inch NPT male Relief valve: 1/4 inch NPT male					
		European or American quality or equivalent					
		Must be compatible with standard BS 8 valve					
		Complete literature must be provided with the above mentioned specifications. The failure to provide literature will lead to bid rejection.					
5	Pressure regulator for CH4	Brass, two stage, high purity regulators for non-corrosive analytical and process applications up to 310 bar.			1 No		
		Teflon seat.					
		Diaphragm: 316L stainless steel.					
		Bonnet: nickel plated brass.					
		Inlet: cylinder connection Outlet: 1/4 inch NPT male Relief valve: 1/4 inch NPT male					
		European or American quality or equivalent					
		Must be compatible with standard BS 4 valve					
		Complete literature must be provided with the above mentioned specifications. The failure to provide literature will lead to bid rejection.					

6	Pressure regulator for CH4	Brass, two stage, high purity regulators for non-corrosive analytical and process applications up to 230 bar.			1 No			
		Seat : PCTFE / EPDM						
		Bonnet: :chrome plated brass						
		Inlet: cylinder connection Outlet:1/4 inch NPT male						
		European or American quality or equivalent						
		Must be compatible with standard BS 3 valve						
		Complete literature must be provided with the above mentioned specifications. The failure to provide literature will lead to bid rejection.						
Grand Total of Gas Cylinders & Pressure Regulator (Rs)							Total Amount (Rs)	

Note:

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.**
2. **The supply order of Gas Cylinder's & Pressure Regulator will be awarded on Grand Total/Turnkey Basis.**
3. **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.**

