



COMSATS Institute of Information Technology  
Lahore Campus, Defence Road, Off Raiwind Road, Lahore

Tender No. CIIT-TN-13-16-669

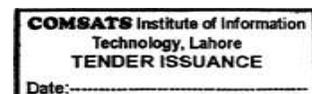
Case # 1721

**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. *Only registered Suppliers, who are on Active Taxpayers List (ATL) of FBR, are eligible to participate in tender.*
3. The contract will be executed and handed over in satisfactory conditions up to the entire satisfaction of COMSATS Institute of Information Technology, Lahore Campus.
4. 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.
5. Part / Advance payments is not allowed.
6. 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.
7. Your bid proposal should be inclusive of freight and all other taxes delivered at COMSATS Institute of Information Technology, Lahore Campus's premises.
8. After opening of bids, COMSATS Institute of Information Technology, Lahore Campus will examine the bids for completeness as per tender document.
9. 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.
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;

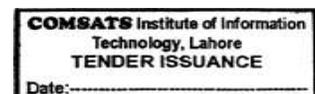
**Signature & Stamp of Bidder**



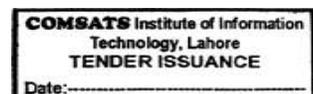
- v. The procuring agency shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements;
  - vi. During the technical evaluation no **amendments** in the technical proposal shall be 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 cannot challenge the finding of the evaluation or ask for reason of disqualification.
  12. The bid should be submitted in a sealed envelope up to **March 30, 2016** on or before **1400hrs** and will be opened on the same date **at 1430hrs** in the presence of available bidders.
  13. 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
  14. The envelope shall also bear the word “**CONFIDENTIAL**” and following identification quotation of “**IT Items for Computer Labs of C-Block, CIIT-Lahore**”.
  15. The bid form (BoQs) 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 may be cancelled, earnest money and payment may 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. Deduction of Income Tax and any other tax will be deducted at source according to Government prevailing rules.
  19. 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.

**Signature & Stamp of Bidder**



20. All prices should be quoted on F.O.R (Pak Rupees).
21. 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.
22. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
23. In case of any dispute, decision of the Director, CIIT will be final and binding upon the parties.
24. The CIIT reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
25. **05% of the total value of the Invoice will be retained as security by COMSATS Institute of Information Technology, Lahore Campus, and will be released after below mentioned warranty periods from the date of delivery / completion of work / supply;**
  - **Multimedia Projector : Two Year Warranty**
  - **UPS: Two Year onsite Warranty**
  - **Branded Computer Systems: Three Year Onsite Warranty**
26. **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.**
27. 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.
28. 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.
29. I / We
  - **Company / Vendor Name:.....**
  - **Postal Address:.....**
  - **Tel. / Mobile:.....Email:.....**
  - **NTN# :.....GST#:.....**



- Please also attach the Certificate supporting being Active Taxpayer as per requirement of FBR.
- 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

## Technical Bid

### BoQs of IT items for Computer Labs of C-Block, CIIT-Lahore

Sr. #	Item Name & Specification	Qty.	Quoted Model / Brand with meeting all the specifications
01	<p><b><u>Multimedia Projector</u></b>            Brand Name: Epson Power Lite 965 or equivalent            Technical Specification:            Brightness: 3500 Lumens            Color Light Output: 3500 Lumens            Contrast (Full On/off): 10000:1            Native Resolution: 1024x768            Aspect Ratio: 4:3 (XGA)            Video Modes: 720p, 1080i, 480p, 480i            Data Modes: MAX 1600x1200            Digital Inputs: HDMI            Max Power: 299 Watts            Voltage: 100V-240V            Lamp Life(full Power): 5000 hours            Lamp Life(eco-mode): 6000 hours            Lamp type: E-TORL            Lamp Wattage: 200 Watts            Lamp Quantity: 1            Display Type: 3 LCD            Standard Zoom Lens: 1.60:1            Standard Lens Focus: Manual            Throw Dist (m): 1.4-8.4            Image size: (cm): 77-762            Networking Connectivity: RJ45 port and connectivity via            Wireless (dongle must be provided by vendor)            Audible Noise: 37.0 db            Eco-Mode: 29.0 db            Digital Keystone: Horz &amp; vert            Special Features: RS232 Port, USB Port, Closed            Captioning, Wired Networking, Crestron Room View™            **Leather Carry bag and Universal ceiling mount kit having            alky screws also provide by vendor.            Warranty: One Year Lamp warranty and two years            multimedia parts warranty</p>	Nos. 03	

Signature & Stamp of Bidder

	Demo: Before final delivery sample should be pass from ITS technical Committee			
1.1	<p><b><u>Scope of Work:</u></b></p> <p>A) Multimedia Installation: Proper installation of multimedia projector with universal ceiling mount kit having alky screws.</p> <p>B) Power Cable Installation: Power cable 70*76 from projector to the rostrum including earth wire from Multimedia to Rostrum (as per actual). The power cable brand name: Pakistan Cable\G.M Cables or equivalent.</p> <p>C) Network Cables Installation: Lay no. of 2 network cables from class rooms Computer System to network switch (as per actual). Also test the connectivity computer systems to network switch. Networking Cable brand name: Molex or equivalent</p> <p>Note:- Vendor provide and install ducts (Ducts size 16*38) as per actual on the site. Duct brand name: Adam Jee or equivalent *** Demo will be provide before starts working.</p>	Nos.	03	
02	<b>Multimedia Screens Size : 8*10. (with installation in class room)</b>	Nos.	03	
03	<p><b><u>Rostrum:</u></b> Imported lamination fomite 8911, Deco paint, 8 mm tampered glass, combination lock, stainless steel mono, LED fitting(LED will be provided), Internal wiring with 5 three pin universal power plugs, power control with breaker, exhaust fan 4 inch with AC power, sound system fitting(speakers will be provided). Fixing of rostrum with ground in class rooms, Dimensions height 4ft, width 2.2f, Depth 2f.</p>	Nos.	03	
04	<p><b>KVM</b> Dlink 222 KVM or equivalent</p>	Nos.	03	
05	<p><b>Mixer Amplifier:</b> ITC-Audio T-60B mixer Amplifier or equivalent</p>	Nos.	03	
06	<p><b>Column Speaker</b> TZ-205 Metal Case Column Speaker or equivalent</p>	Nos.	03	

<p>07</p>	<p><b>UPS</b>                  Brand: APC/ Emerson/ equivalent                  Output Capacity: 2000VA/1300W                  Nominal Output Voltage: 230V _ + 10%                  Output Voltage Distortion: Less than 5% at full load                  Waveform type: Pure Sine Wave Built-in AVR                  Built-in Surge Suppression, Multi-function LCD Status &amp; Control console.                  Nominal Input Voltage: 230V                  Input Voltage range for main operation:                  Input 180V-287V Voltage adjustable range for main operation 170-300V                  Input Frequency 47-63 Hz                  Battery Type: Maintenance free Sealed Lead Acid &amp; Leak Proof Battery, Type:12 V / 9 Ah                  Typical Recharge time:3 hours                  Computer interface and software for safe shutdown of computer                  Warranty: 2 years onsite warranty including batteries, main board etc</p>	<p>Nos.</p>	<p>03</p>	
<p>08</p>	<p><b>Branded Computer System</b>                  Brand: Dell / Hp or Equivalent                  Processor                  Intel® Core™ i7 (4770) Quad Core, RAID Supported, VPRO Technology, Q87 with full features                  Memory2                  8GB (2x4GB) 1600MHz DDR3 Non-ECC                  Hard Drive                  Up to 1000GB3 SATA hard drive (7200RPM)                  Chipset                  Intel® Q87 Express Chipset                  Video Card                  Integrated Intel® HD Graphics 4600                  Network Adapter                  LAN Built-in-Gigabit Ethernet (10/100/1000)                  Chassis                  Minitower (MT)                  LED LCD: 19 Inch with LED Technology                  Keyboards: Standard USB 2.0 Keyboard                  Mouse: Standard Optical USB 2.0 Mouse                  Audio Speakers: Internal audio speaker                  I/O Interface and Expansion Support:                  USB 3.0 Ports, USB 3.0 Ports, PCI X Slots, Built-in in/out                  Micro Phone in. Accessories: With all accessories (Keyboard, Mouse, DVD ROM, Power cables, VGA Cables etc.)                  Warranty: 3 Years Onsite warranty (All parts replacement)</p>	<p>Nos.</p>	<p>03</p>	

# Financial Bid

## BoQs of IT items for Computer Labs of C-Block, CIIT-Lahore

Sr. #	Item Name & Specification	Qty.		Quoted Model / Brand	Rate to be quoted Inclusive of all (applicable) Taxes	
					Unit Price (Rs.)	Total Price (Rs.)
01	<p><b><u>Multimedia Projector</u></b>  Brand Name: Epson Power Lite 965 or equivalent  Technical Specification:  Brightness: 3500 Lumens  Color Light Output: 3500 Lumens  Contrast (Full On/off): 10000:1  Native Resolution: 1024x768  Aspect Ratio: 4:3 (XGA)  Video Modes: 720p, 1080i, 480p, 480i  Data Modes: MAX 1600x1200  Digital Inputs: HDMI  Max Power: 299 Watts  Voltage: 100V-240V  Lamp Life(full Power): 5000 hours  Lamp Life(eco-mode): 6000 hours  Lamp type: E-TORL  Lamp Wattage: 200 Watts  Lamp Quantity: 1  Display Type: 3 LCD  Standard Zoom Lens: 1.60:1  Standard Lens Focus: Manual  Throw Dist (m): 1.4-8.4  Image size: (cm): 77-762  Networking Connectivity: RJ45 port and connectivity via Wireless (dongle must be provided by vendor)  Audible Noise: 37.0 db  Eco-Mode: 29.0 db  Digital Keystone: Horz &amp; vert  Special Features: RS232 Port, USB Port, Closed Captioning, Wired Networking, Crestron Room View™  **Leather Carry bag and Universal ceiling mount kit having alky screws also provide by vendor.  Warranty: One Year Lamp warranty and two years multimedia parts warranty  Demo: Before final delivery sample should be pass from ITS technical Committee</p>	Nos.	03			
1.1	<p><b><u>Scope of Work:</u></b>  A) Multimedia Installation: Proper installation of multimedia projector with universal ceiling mount kit</p>	Nos.	03			

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07	<b>UPS</b> Brand: APC/ Emerson/ equivalent Output Capacity: 2000VA/1300W Nominal Output Voltage: 230V _ + 10% Output Voltage Distortion: Less than 5% at full load Waveform type: Pure Sine Wave Built-in AVR Built-in Surge Suppression, Multi-function LCD Status & Control console. Nominal Input Voltage: 230V Input Voltage range for main operation: Input 180V-287V Voltage adjustable range for main operation 170-300V Input Frequency 47-63 Hz	Nos.	03			

	<p>Battery Type: Maintenance free Sealed Lead Acid &amp; Leak Proof Battery, Type:12 V / 9 Ah                  Typical Recharge time:3 hours                  Computer interface and software for safe shutdown of computer                  Warranty: 2 years onsite warranty including batteries, main board etc</p>				
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**Note:**

- 1. Purchase / Work order will be awarded on Item Wise basis.**
- 2. Please submit the technical and financial bid (s) on our prescribed BoQs and clearly mention the quoted model / brands with specifications, otherwise your bid (s) may be rejected.**