



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

Tender No. CIIT-TN-13-16-678  
Case #1741

**TERMS AND CONDITIONS**

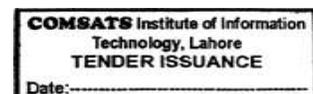
**[All pages (BoQs & Terms & Conditions) are mandatory to be signed / stamped, failing which the bid may be rejected.]**

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 **20 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. Bidders cannot challenge the finding of the evaluation or ask for reason of disqualification.
11. The bid should be submitted in a sealed envelope up to **May 04, 2016** on or before **1400hrs** and will be opened on the same date **at 1430hrs** in the presence of available bidders.
12. 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

13. The envelope shall also bear the word **“CONFIDENTIAL”** and following identification quotation of **“Electric, ACs, Plumbing and Carpentry Items for Works Department”**.

**Signature & Stamp of Bidder**



14. The bid form (BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.
- 15. If the vendor fails to deliver the goods / services to CIIT-Lahore in time then the penalty will be charged as under:-**
- 1% per day of the invoice price for 5 working days.
  - 2% per day of the invoice price for further 5 working days.
  - 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.
16. 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.
17. Deduction of Income Tax and any other tax will be deducted at source according to Government prevailing rules.
18. 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.
19. All prices should be quoted on F.O.R (Pak Rupees).
20. 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.
21. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
22. In case of any dispute, decision of the Director, CIIT will be final and binding upon the parties.
23. The CIIT reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
- 24. 05% of the total value of the Energy Savers only will be retained as security by COMSATS Institute of Information Technology, Lahore Campus, and will be released after One Year from the date of delivery / completion of work / supply.**
- 25. 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.**
26. COMSATS Institute of Information Technology, Lahore Campus reserves the rights to accept or reject the bid if;
- Received without earnest money
  - Received later than the date and time fixed for tender submission
  - The tender is unsigned/ unstamped
  - The offer is ambiguous
  - 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.

27. 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.

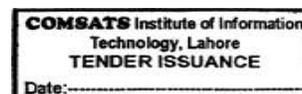
28. I / We

- **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

**BoQs of Electric, ACs, Plumbing and Carpentry Items for Works Department, CIIT-Lahore**

					Rates to be quoted inclusive of all (applicable) taxes		
Sr. #	Items name	Brand / Make	Quantity		Quoted Model / Brand	Unit Price (Rs.)	Total Amount (Rs.)
			Unit	Qty			
	<b>Electric Material</b>						
1	Energy Saver 11 Watt Cool Day Light, 66 Lumens /Watt Energy Saver E-27 Type, <u>Replacement warranty 01 year required</u>	Phillips or equivalent	Nos	100			
2	Two Pin Socket 6 Amp	KM or equivalent	Nos.	100			
3	Dimmer (Imported Fitting) UPS	Risen or equivalent	Nos.	200			
4	Capacitor 3.0uf	Fuji or equivalent	Nos.	100			
5	Connector strip 10 Amp	Local	Nos.	50			
6	Holder E-27 (Big Base)	Ittefaq or equivalent	Nos.	100			
	<b>Sub Total Amount (Rs.) Electric Material</b>						
	<b>AC Material</b>						

**Signature & Stamp of Bidder**



7	R-22 Gas Cylinder (Genuine)	USA or equivalent	Cylinder	40			
8	Copper Pipe 3/8" 22 Guage (1-Coil= 50 Feet)	USA or equivalent	Coil	2			
9	Copper Pipe 6/8" 22 Guage (1-Coil= 50 Feet)	USA or equivalent	Coil	2			
10	Copper pipe 1/2" 22 Guage (1-Coil= 50 Feet)	USA or equivalent	Coil	2			
<b>Sub Total Amount (Rs.) of AC Material</b>							
<b>PLUMBING</b>							
1	Muslim Shawar length 3Feet	Faisal or Equivalent	Nos.	50			
2	Handle Valve 3/4"	Master	Nos.	25			
3	Handle Valve 1/2"	Master or Equivalent	Nos.	50			
4	Handle Valve 1"	Master	Nos.	12			
5	Water Nozal 3/4"	Bross or Equivalent	Nos.	50			
6	Bib Cock Spindle	Master	Nos.	100			
7	Bib coke Head	Master or Equivalent	Nos.	100			
8	Commode washer (IFO)	ICI or Equivalent	Nos.	100			
9	Plain washer	ICI or Equivalent	Nos.	100			
10	Seat cover (ifo) Small	ICI or Equivalent	Nos.	50			
11	Seat cover (ifo) Large	ICI or Equivalent	Nos.	50			
12	Teflon Tape	Taiwan or Equivalent	Nos.	100			
13	Side Cock	Latif or Equivalent	Nos.	30			
14	Basin Mixture Connection Pipe Length 18 inch	China or Equivalent	Nos.	24			
15	Rubber Connection Pipe (Nut Waly-White) length 2 Feet	Local	Nos.	24			
16	Cone Washer	Local	Nos.	100			
17	Gas Nozel 1/2"	Local	Nos.	50			
18	Jublee Clump 1/2"	Local	Nos.	100			
19	PPRC Heater	Turk or Equivalent	Nos.	2			
20	Pipe Cutter	Turk or Equivalent	Nos.	2			
21	PPRC Pipe 25mm (13-Feet / Length)	Popular or Equivalent	Length	25			
22	PPRC Pipe 32mm (13-Feet / Length)	Popular or Equivalent	Length	20			
23	Elbow 25mm (PPRC)	Popular or Equivalent	Nos.	100			

Signature &amp; Stamp of Bidder

24	Elbow 32mm (PPRC)	Popular or Equivalent	Nos.	100			
25	Pipe Hook (Iron)	Local	Nos.	100			
26	U-Clump 25mm	Popular or Equivalent	Nos.	50			
27	U-Clump 32mm	Popular or Equivalent	Nos.	50			
28	Baril Nippal 1/2" GI	China or Equivalent	Nos.	100			
	<b>Carpenter</b>						
1	Lamination Sheet 3/4"	SONY or Equivalent	No.	15			
2	Wooden Press 2" (Lasani)	SONY or Equivalent	No.	15			
3	Screw 5/8" nos.4 (1/2 Kg.)	Taiwan or Equivalent	Box	50			
4	Screw 1/2" nos.4 (1/2 Kg.)	Taiwan or Equivalent	Box	50			
5	Screw 1" nos.4 (1/2 Kg.)	Taiwan or Equivalent	Box	50			
6	Zinc Titanium	As Per Sample	KG	10			
7	Screw 1/2" nos.8 (1/2 Kg.)	Taiwan or Equivalent	Box	50			
8	Screw 3/4" nos.8 (1/2 Kg.)	Taiwan	Box	50			
9	Screw 3/4" nos.6 (1/2 Kg.)	Taiwan or Equivalent	Box	50			
10	Screw 1.5" (Black) (1/2 Kg.)	Taiwan	Box	100			
11	Screw 1" (Black) (1/2 Kg.)	Taiwan or Equivalent	Box	50			
12	Secrew 3/4" (Black) (1/2 Kg.)	Taiwan or Equivalent	Box	50			
13	Secrew 4" (14 No) (1/2 Kg.)	Taiwan or Equivalent	Box	8			
14	Steel Nail 1" (17 No)	Taiwan or Equivalent	Kg	10			
15	Steel Nail 1.5" (17 No)	Taiwan or Equivalent	Kg	10			
16	Nail Topes 2" (15 No)	Taiwan or Equivalent	Kg	10			
17	Nail Topes 1.5" (17 No.)	Taiwan or Equivalent	Kg	10			
18	Nail Topes 1.5" (14 No.)	Taiwan or Equivalent	Kg	10			
19	Nail Topes 1" (17 No.)	Taiwan or Equivalent	Kg	10			
20	Nail-1" (Simple)	Taiwan or Equivalent	Kg	10			
21	Door Closer Size Medium	Taiwan or Equivalent	Nos	20			
22	Drawer Lock	Taiwan or Equivalent	Nos	120			
23	Chutkhni 8"	Steel Made or Equivalent	Nos	24			

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24	Chutkhni 6"	Steel Made or Equivalent	Nos	24			
25	Catcher Medium	Italy or Equivalent	Nos	100			
26	Handle ( Door dasti) Simple iron	As Per Sample of CIIT-Lhr.	Nos	72			
27	Lock Round	As Per Sample of CIIT-Lhr.	Nos	12			
28	Shapaka Kundi	As Per Sample of CIIT-Lhr.	Nos	60			
29	Glue (1 Kg Pk)	CALA Bond WDP or Equivalent	Pkt	45			
30	Samad Bond (1-Kg)	Samad Bond or Equivalent	Pkt	40			
31	Arl 9 inch Iron	As Per Sample of CIIT-Lhr.	No	24			
32	Dana Lakh Golden	As Per Sample of CIIT-Lhr.	Kg	15			
34	Sundoor	As Per Sample of CIIT-Lhr.	Kg	2			
35	Sayany (1/2 Kg.)	As Per Sample of CIIT-Lhr.	Pkt	24			
36	Suraish	As Per Sample of CIIT-Lhr.	Kg	2			
37	Sprit	As Per Sample of CIIT-Lhr.	Ltr.	70			
38	Lacker	ICI or Equivalent	Qtr.	25			
39	Mulmul	As Per Sample of CIIT-Lhr.	Meter	100			
40	Rawal Plug (Plastic 12 No.) (100-Piece / Packet)	As Per Sample of CIIT-Lhr.	Pkt	20			
41	Sand Paper (120No. & 222 No.)	As Per Sample of CIIT-Lhr.	Nos	50			
42	Thiner	ICI or Equivalent	Ltr.	150			
43	Kerosene Oil		Ltr.	50			
44	ELFI Warnish	As Per Sample of CIIT-Lhr.	Qtr.	25			

**Note:**

- Purchase / Work order will be awarded of **Electric and AC Items on Sub Total Amount basis & Carpentry and Plumbing on item Wise Basis.**
- Please quote the rates on our BoQs and clearly mention the quoted model / brands, otherwise your bid may be rejected.
- Kindly see original installed equipments / items of category **Carpentry and Plumbing**, before quoting brands due to compatibility issues, so that you may quote their original parts and also see the samples of all items which are mentioned in BoQs **“As per sample of CIIT-Lhr.”** from Works Department, CIIT-Lahore before quoting.
- Multiple prices of an item may lead to rejection of the item / bid.

Signature &amp; Stamp of Bidder