



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

Tender No. CIIT-TN-13-16-770
Case # 1923

TERMS AND CONDITIONS

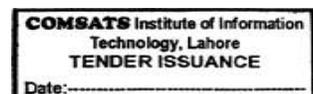
[All pages (BoQs & Terms & Conditions) are mandatory to be signed / stamped, failing which the bid may be rejected.]

1. *Any addition, deletion or modification of any clause of the procurement terms & conditions & BoQs 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 **December 14, 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 "**Lab Requirements (Items) for Chemical Engineering Department Spring 2017, CIIT-Lahore**".

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. 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.**
25. 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
 - Offer is made by the unauthorized agent/ supplier of the original equipment manufacturer.
 - The offer is from a firm, which is black listed by any Govt. Office.
 - The offer is received by telephone/telex/fax/telegram.
 - Any unsigned / ambiguous erasing, cutting / overwriting etc. is made.

26. 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.

27. 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 Lab Requirements (Items) for Chemical Engineering Department Spring 2017, CIIT- Lahore

No change in the BoQs (Specs & Qty.) of CIIT, as detailed below, is allowed. Any additional information may be mentioned in the blank columns (i.e. model / brand or Price). Any modification in CIIT’s BoQ may lead to rejection of bid(fully or partially).			Qty		Prices should be quoted inclusive of all applicable taxes	
Sr. #	Item Name	Specification			Quoted Model/ Make/ Brand	Total Price (Rs.)
Laboratory: Simultaneous Heat and Mass Transfer Operations						
1	Ethanol	Commercial	10	Liters		
2	Coffee Jar	200g	4	Nos.		
3	Remote Cell	8 cells per pack	1	Pack		
4	Rota Meter	0-5 GPM	03	Nos.		
5	Water Filter Housing / Canister	20*4.5” (0.5 inlet and outlet)	02	Nos.		
6	Heater Element for Boiler	3000 Watt	02	Nos.		

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7	Soap	125 g	04	Nos.		
8	Sodium Hypochlorite	19-20% purity	10	Liter		
Laboratory: Mass Transfer Operations						
1	Propionic Acid	99% Sigma Aldrich or equivalent	10	Liter		
2	Trichloroethylene	99% Sigma Aldrich or equivalent	10	Liter		
3	Engine Oil for Compressor		05	Liter		
4	Hand Wash Liquid		02	Liter		
Laboratory: Thermodynamics						
1	Thermometer 360°C		05	Nos.		
2	Thermometer 110°C		05	Nos.		
3	Glass Tube	15 ml	01	No		
4	Calorimeter	dewartype glass vessel, contents ca.1 l, plastic lid.	01	No		
Laboratory: Instrumentation & Process Control						
1	Portable Heating Rod	500W	1	No		
2	Portable Heating Rod	1000W	1	No		
Laboratory: Fluid Mechanics						
1	Air Compressor	24 Liter Capacity 8 Bar	01	No		
2	Rotameter (For air flow)	0-10 ml	02	Nos.		
3	Rotameter (For air flow)	0-20 ml	02	Nos.		
4	Pitot Tube	Lab Scale ½" dia	01	No		

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5	Cabinet Lock	Small size	10	Nos.		
6	Extension Lead	25 Amp (10 m) (3 pin 3 sockets)	10	Nos.		
7	Screw Driver Set	15 Pieces /set	01	Set		
8	Lab Coat		02	Nos.		
Laboratory: Fuels & Combustion Lab						
1	Silica Gel	(VWR) or equivalent	01	Kg		
2	Magnetic Stirring Bars	Capsule / Oval Shape Medium Size	02	Nos.		
3	Repair Work of Muffle Furnace	Heating Plates	6	No		
4	Screw Driver Set	Stainless Steel	01	<u>No</u>		
5	Heating Rod (Softening point apparatus)	1000 W	01	<u>No</u>		
6	Thermocouple (Flash Point apparatus)	50-500°C	01	No		
7	Tissue Roll (For Lab)	Jumbo Roll	02	Pack		
8	Sp. Gravity Bottles	Borosilicate 25ml or equivalent	06	Pieces		
Laboratory: Heat Transfer Operations						
1	Lab Coats	White (Medium Size)	05	Nos.		
2	Measuring Tape Steel	35m	01	Nos.		
3	Extension Board	3pin, 2pin, 2 pin	02	Nos.		
4	Safety Mask	Green (100 per Box)	02	Box		
5	Gloves	Lined with Leather (Short Selves)	03	Nos.		
6	Safety Glasses	Clear	05	Nos.		

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7	Tissue Rolls	Jumbo Size	05	Nos.		
8	Tissue Roll Stand	----	1	Nos.		
9	Thermocouples Connectors	Automation of Diff Rod Apparatus	12	Nos.		
10	Thermocouples	Automation of Diff Rod Apparatus	12	Nos.		
11	Read Out Panael (Composite Wall)	Automation of Composite Wall	1	Nos.		
12	Free and Forced Unit	Replica(Aluminum Casing, 4 valves, Pipes, Fittings, Gauges)	1	Nos.		
13	Rotameter horizontal	0-5 l	5	Nos.		
14	Rotameter horizontal	0-20 ml	5	Nos.		
15	Air Compressor	24 Liter, 8bar	1	Nos.		
16	China dish	Porcelain, 100 ml capacity	10	Nos.		
17	Evaporating dish	Porcelain, 250 ml/ 500 ml capacity, 115 mm outer dia	10	Nos.		
18	Submersible water pump	0-5 l/min, 240V	4	Nos.		
19	Copper Sulphate	98%	500	G		
20	Standalone rig for equipments	4 ft high Length and width according to lab equipment	8	Nos.		
Laboratory: CRE						
1	HCl	12 M	5	Liter		
2	Ethyl acetate	98%	3	Liter		
3	NaOH	99%	2	kg		

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4	Sodium Thiosulfate	99%	2.5	kg		
5	Calcium Carbonate	Fine	2	kg		
6	Calcium Carbonate	Coarse	2	kg		
7	Pure Methanol	Purity required	3	Liter		
8	Fresh Vegetable Oil		3	Liter		
9	Conductivity Meter	Liquid conductivity measurement, digital	1	Unit		
10	Digital PH Meter	Range 1-14	1	Units		
11	Thermometer	Maximum 120 ⁰ C	2	Nos.		
12	Lab Coats		2	Nos.		
13	Beaker 100 mL	China or equivalent	10	Nos.		
14	Beaker 500 mL	China or equivalent	05	Nos.		
15	Beaker 1L	China or equivalent	2	Nos.		
16	Measuring Cylinder 50 mL	China or equivalent	02	Nos.		
17	Measuring Cylinder 10 mL	China or equivalent	3	Nos.		
18	Pipet 50 mL with sucker	China or equivalent	1	No.		
19	Cloth Duster		1	kg		
20	Safety goggles	Splash preventing	4	Nos.		
21	Safety Gloves (containing 100 Nos. in each pack)	Rubber - Large size	05	box		

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22	Safety Gloves (containing 100 Nos. in each pack)	Rubber - Medium size	4	box		
23	Safety Gloves (containing 100 Nos. in each pack)	Rubber - Small size	1	box		
24	Mask	To prevent the dust (50-100 per Pack)	5	Pack.		
25	Liquid Soap/Hand sanitizer	Standard size	3	Bottle		
26	Liquid Detergents/Dishwasher	Standard Size	6	Bottle		
27	Cleaning Brush	For pipette and separating funnel	02	Nos.		
28	Scotch Brite or equivalent		02	No.		
29	Surf Excel or equivalent		1	kg		
Grand Total Amount (Rs) with all taxes						

Note:

- Purchase / work order (s) will be awarded on **Grand Total / Turnkey** basis.
- Please quote the rates on our BoQs, otherwise your bid may be rejected.
- Multiple prices of an item may lead to the rejection of item/bid.

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