



COMSATS University Islamabad, Lahore Campus
Defence Road, Off Raiwind Road, Lahore

Tender No. CUI-LHR-TN-13-18-1103

Case # 2415

Single Stage Two Envelop Procedure

Title of Tender: **Desktop Computers, Multimedia Projectors, Screens, UPS, IT Items & Rostrum**

TERMS AND CONDITIONS

1. *All pages of bidding documents are mandatory to be signed / stamped, meaning thereby bidder agrees to our terms & conditions mentioned herein, failing which the bid may be rejected.*
2. *Any addition, deletion or modification of any clause of the procurement terms & conditions/BoQs of CUI,LC by any vendor will not be acceptable and may lead to rejection of the bid.*
3. *Only registered Suppliers, who are on Active Taxpayers List (ATL) of FBR, are eligible to participate in tender.*
4. The contract will be executed and handed over in satisfactory conditions up to the entire satisfaction of COMSATS University Islamabad, Lahore Campus.
5. Documents along with Pay Order / Demand Draft amounting to **Rs. 1000/-** as a tender documents fee (Non-Refundable) shall be submitted in favor of COMSATS University Islamabad, Lahore Campus to the address given below. No bid will be accepted without tender documents' fee.
6. Part / Advance payments is not allowed.
7. **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.**
8. Your bid proposal should be inclusive of freight and all other taxes delivered at COMSATS University Islamabad, Lahore Campus's premises.
9. After opening of bids, COMSATS University Islamabad, Lahore Campus will examine the bids for completeness as per tender document.
10. 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.
11. The bid should be submitted in a sealed envelope up to **July 24, 2018** on or before **1400hrs** and will be opened on the same date **at 1430hrs** in the presence of available bidders.
12. COMSATS University Islamabad, 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;
 - 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.
13. The envelope should be marked as under;
- Secretary, Purchase Committee**
COMSATS University Islamabad, 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 **“Desktop Computers, Multimedia Projectors, Screens, UPS, IT Items & Rostrum”**.
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 COMSATS University Islamabad, Lahore Campus 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 University Islamabad, 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.
20. All prices should be quoted on F.O.R (Pak Rupees) inclusive of all Taxes.
21. All prices should be valid for at least **90 days**. Withdrawal or any modification of the original offer within the validity period shall entitle CUI-LHR to forfeit the earnest money in favor of the CUI-LHR and / or put a ban on such vendor participation in 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 or grievance, the matter shall be addressed as per PPRA rules.
24. The CUI-LHR 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 University Islamabad, Lahore Campus, and will be released after warranty period (Sr. # 1, 5 & 13 for Three Years), (Sr. # 2, 6, 7, 8, 10, 11 & 16 for One Year) which will be counted from the date of delivery / completion of work / supply.**
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 University Islamabad, Lahore Campus”. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal.**
27. COMSATS University Islamabad, 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. 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.
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. The undersigned affirm that the terms and conditions as contained in this document have been read and accepted and that in the event of selection of my/our rate the agreement in the prescribed form will be entered into:
 - **Company / Vendor Name:**.....
 - **Postal Address:**.....
 - **Tel. / Mobile:**.....**Email:**.....
 - **NTN# :**.....**GST#:**.....
 - **Signature:**

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

BoQs of Desktop Computers, Multimedia Projectors, Screens, UPS, IT Items & Rostrum

Technical Portion (Please mention the quoted model/ brand in technical portion with no mention of price otherwise the bid will be rejected)

Sr. #	No change in the BoQs (Specs & Qty.) of CUI-LHR, as detailed below, is allowed. Any additional information may be mentioned in the blank columns (i.e. model / brand or Price). Any modification in CUI-LHR BoQ may lead to rejection of bid (fully or partially).		Qty.		Please mention the quoted Model / Brand with meeting the all specifications mentioned in BoQs
Item's Name Specifications					
1	Multimedia Projector 3000 Lumens	Projection Technology: LCD Brightness/Color Output: 3,000 Lumens Contrast Ratio: 10,000:1 Lamp Life Hours: 10,000 (Economy), 5,000 (Normal) Keystone Correction: H/V: $\pm 15^\circ/\pm 30^\circ$ Video Input: VGA, HDMI Network Port: RJ45 Accessories: Remote, carrying bag and universal ceiling mounting kit having L-key screws. Warranty: 3 years onsite warranty.	11	Nos.	
2	VGA Switch Splitter	Video Bandwidth: 500MHz Input: 2 X VGA Output: 2 X VGA Transmission Range: 200 feet. Installation Method: Plug & play. Compatibility: Multimedia Projector Warranty: One-year onsite warranty.	11	Nos.	
3	Multimedia Projection Screen	Brand: Lucky or Equivalent Type: Manual Screen Screen Size: 8*6	11	Nos.	
4	Supply and Installation of Material	Scope of Work: Installation of multimedia projector mounting kit, Power cable, VGA cable, Ducting and Networking in classroom with material. Power and VGA cable from rostrum to multimedia projector and installation of network cable from distribution switch of block to rostrum and multimedia projector. Material: VGA Cable: 20 ft High Quality Power Cable: 40*76 Pakistan cable/G.M cable or equivalent with earth or Equivalent. Network Cable: 23 Gauge CAT 6 Duct: 16*38 Adam G\ Popular or Equivalent	11	Nos.	
Purchase Order will be awarded on Turnkey / Sub Total Basis for Sr. # 1 to 4.					

5	Desktop Computer Systems Core i5	Dell/ HP/ Lenovo or Equivalent Imported Branded Machine Processor: 7th Gen Intel Core i5 Memory: 8GB DDR4 Hard disk: 128 GB SSD Built-in: HD Display, Gigabit Ethernet, In/Out Audio, speaker Display LED: 18.5" Inch Accessories: Keyboard, Mouse, Power Cables. Warranty: 3 Years comprehensive onsite warranty.	11	Nos.	
6	UPS	Capacity: 2 KVA Brand: APC/ Emerson/Eaton or Equivalent Input Voltage: 180V-275V Input Frequency: 50 Hz +-5% Output Voltage: 230V-240V Waveform type: Step Sine Wave Line Interactivate Battery Type: Maintenance free Sealed Lead Acid & Leak Proof Battery Backup time: 6 minutes at full load Recharge time: 6 hours Additional Feature: Built-in AVR Multi-function LCD Status Control console Warranty: One (01) year onsite including batteries.	12	Nos.	
7	Amplifier	Mixer Amplifier Make Model: ITC T-120 or Equivalent Rated Output: 120 W Frequency Response: 50 - 16000 Hz Dimensions Length 0.335 m Width 0.484 m, Height 0.88 m Warranty: One-year onsite warranty	07	Nos.	
8	Speaker Column	Speaker Type: Column Make Model: ITC T-902P or Equivalent Power Rated/MAX: 40/60 W Dimensions: (190 x 240 x 615) mm Warranty: One-year onsite warranty.	07	Nos.	
9	Wireless Microphone Receiver	Dual Channel UHF Wireless Microphone Receiver Make Model: BARDL- UK 800 Wireless or equivalent Frequency: 772.8-822.8 MHz	07	Nos.	
10	Wireless Microphone	Type: Wireless Handheld Microphone Make Model: BARDL- UK-800H or equivalent Transducer Type: Electret Condenser Color: Black Warranty: One-year onsite warranty. Compatible with items quoted in Sr.#08	07	Nos.	

11	Wired Microphone	Type: Handheld Microphone with Wire Make Model: ITC-TF86 or equivalent Transducer Type: Electret Condenser Color: Black Warranty: One-year onsite warranty. Compatible with items quoted in Sr.#08	07	Nos.	
Purchase Order will be awarded on Turnkey / Sub Total Basis for Sr. # 7-11.					
12	Rostrum	Imported lamination Fomite: 8911 or equivalent, Deco paint, 8 mm tampered glass, combination lock, stainless steel mono, LED fitting, VGA Splitter (LED, VGA Splitter will be provided), Internal wiring (23*76) with 6 three pin universal power plugs, power control with breaker 32 AMP, 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. Also, fixation of 04 revolving wheels. Sample is available in CUI-Lahore. or equivalent	11	Nos.	
13	Wireless Access Points	Brand: Ruckus or equivalent Model: R310 or equivalent License: Controller License Combability: Smart Zone Director 100 Accessories: PoE Kit, Mounting Kit and with all accessories. Warranty: 03 Years onsite.	04	Nos.	
14	Manageable 24 ports PoE Network Switch (Used)	Brand: CISCO or equivalent Model: WS-C2960S-24PS-L or equivalent Condition: Refurbished ISO Type: Latest LAN based IOS.	01	No.	
15	PDU	Rack PDU 19" RM 1U Europe, 7 Sockets w/Lighted Master Switch Safety Cover, Europe Plug 13A/3120W or equivalent	03	Nos.	
16	IP Cameras	Brand: Dahua or equivalent Model: IPC-HFW5431E-Z or equivalent Image Sensor:4 MP Accessories: With all accessories Warranty: 01 Years onsite.	04	Nos.	
17	UTP Cable	Brand: Molex/3M/ AMP/ Bay Net UTP CAT 6 (Original) 23 Gauge 1000 ft Roll or equivalent	03	Nos.	
18	CAT6 RJ45Network Connector	Brand: Bay Net, 3M Ethernet Network Connector Packet or equivalent	01	No.	
19	Duct	Size: 40*40 Adam Gv Popular or Equivalent Lengths	20	Nos.	

a. Vendor Qualification Criteria

Vendor Qualification	Document Needed	Item No.	Required Yes /No
Authorized Tier 1/Platinum/Gold/Level Partnership/Authorized service provider/ Authorized Tier II/Dealer/Reseller	Certificate from Principal/Manufacturer/Distributor	1, 5, 6, 14	Yes
Warranty Coverage from Manufacturer/Principal	Letter from Principal/Manufacturer OR Email from Manufacturer	1, 5, 6	Yes
Product Support Period No of 05 Years	Letter from Principal/Manufacturer OR Email from Manufacturer OR Online from Manufacture Website	1, 5, 6	Yes

b. Technical Evaluation Criteria;

- All the bids shall be evaluated against the technical requirements mentioned above.
- All necessary documents / certificates shall be checked / verified from concerned Principal / Manufacturer / website or through email.
- BoQs / specifications of the quoted model / brand shall be checked from brochure / product sheet or from website of the manufacturer.

c. Product Qualification Criteria for ITEM NO. 3-19

- If the product offered by vendor, failed to meet the specifications / standards mentioned in the BOQ, it will be rejected straightaway no further consideration will be given. Also, if the offered product has better specifications than the requirement of BOQ it will be accepted.
- Note: Serial no. 3, 4, 15 and 16 Items quality will be verified by onsite engineer before installation. Serial no. 16, due to compatibility with existing setup Equivalent product not be consider.

Technical Evaluation Criteria for (ITEM NO. 1-2)

Sr. #	Category	Requirements	Values	Individual Score
1.	BOQ	• As per BOQ	• Technical Specification	65
2.	Demonstration	• Onsite Demonstration	• Onsite Demonstration of the quoted product with all the required accessories	35
Total Marks				100

Weightage Criteria:**Technical Evaluation Score: 70 %****Financial Score: 30 %****Note: To qualify in technical bid the bidder should obtain min 50 marks in BOQ.****Financial Portion (Price and Brand/Model to be mention only in Financial Proposal in a separate sealed envelope)**

Sr. #	No change in the BoQs (Specs & Qty.) of CUI-LHR, as detailed below, is allowed. Any additional information may be mentioned in the blank columns (i.e. model / brand or Price). Any modification in CUI-LHR BoQ may lead to rejection of bid (fully or partially).		Qty.		Rates to be quoted inclusive of all (applicable) taxes		
					Quoted Model / Brand	Unit Price (Rs.)	Total Amount (Rs.)
Item's Name Specifications		Sub Total Basis					
1	Multimedia Projector 3000 Lumens	Projection Technology: LCD Brightness/Color Output: 3,000 Lumens Contrast Ratio: 10,000:1 Lamp Life Hours: 10,000 (Economy), 5,000 (Normal) Keystone Correction: H/V: ±15°/±30° Video Input: VGA, HDMI Network Port: RJ45 Accessories: Remote, carrying bag and universal ceiling mounting kit having L-key screws. Warranty: 3 years onsite warranty.	11	Nos.			
2	VGA Switch Splitter	Video Bandwidth: 500MHz Input: 2 X VGA Output: 2 X VGA Transmission Range: 200 feet. Installation Method: Plug & play. Compatibility: Multimedia Projector Warranty: One-year onsite warranty.	11	Nos.			
3	Multimedia Projection Screen	Brand: Lucky or Equivalent Type: Manual Screen Screen Size: 8*6	11	Nos.			

4	Supply and Installation of Material	Scope of Work: Installation of multimedia projector mounting kit, Power cable, VGA cable, Ducting and Networking in classroom with material. Power and VGA cable from rostrum to multimedia projector and installation of network cable from distribution switch of block to rostrum and multimedia projector. Material: VGA Cable: 20 ft High Quality Power Cable: 40*76 Pakistan cable/G.M cable or equivalent with earth or Equivalent. Network Cable: 23 Gauge CAT 6 Duct: 16*38 Adam G\ Popular or Equivalent	11	Nos.			
Sub Total Amount of Sr. # 1-4							
Item Wise Basis							
5	Desktop Computer Systems Core i5	Dell/ HP/ Lenovo or Equivalent Imported Branded Machine Processor: 7th Gen Intel Core i5 Memory: 8GB DDR4 Hard disk: 128 GB SSD Built-in: HD Display, Gigabit Ethernet, In/Out Audio, speaker Display LED: 18.5” Inch Accessories: Keyboard, Mouse, Power Cables. Warranty: 3 Years comprehensive onsite warranty.	11	Nos.			
6	UPS	Capacity: 2 KVA Brand: APC/ Emerson/Eaton or Equivalent Input Voltage: 180V-275V Input Frequency: 50 Hz +-5% Output Voltage: 230V-240V Waveform type: Step Sine Wave Line Interactivate Battery Type: Maintenance free Sealed Lead Acid & Leak Proof Battery Backup time: 6 minutes at full load Recharge time: 6 hours Additional Feature: Built-in AVR, Multi-function LCD Status Control console Warranty: One (01) year onsite including batteries.	12	Nos.			

		Sub Total Basis						
7	Amplifier	Mixer Amplifier Make Model: ITC T-120 or Equivalent Rated Output: 120 W Frequency Response: 50 - 16000 Hz Dimensions Length 0.335 m Width 0.484 m, Height 0.88 m Warranty: One-year onsite warranty	07	Nos.				
8	Speaker Column	Speaker Type: Column Make Model: ITC T-902P or Equivalent Power Rated/MAX: 40/60 W Dimensions: (190 x 240 x 615) mm Warranty: One-year onsite warranty.	07	Nos.				
9	Wireless Microphone Receiver	Dual Channel UHF Wireless Microphone Receiver Make Model: BARDL- UK 800 Wireless or equivalent Frequency: 772.8-822.8 MHz	07	Nos.				
10	Wireless Microphone	Type: Wireless Handheld Microphone Make Model: BARDL- UK-800H or equivalent Transducer Type: Electret Condenser Color: Black Warranty: One-year onsite warranty. Compatible with items quoted in Sr.#08	07	Nos.				
11	Wired Microphone	Type: Handheld Microphone with Wire Make Model: ITC-TF86 or equivalent Transducer Type: Electret Condenser Color: Black Warranty: One-year onsite warranty. Compatible with items quoted in Sr.#08	07	Nos.				
Sub Total Amount of Sr. # 7-11								

		Item Wise Basis					
12	Rostrum	Imported lamination Fomite: 8911 or equivalent, Deco paint, 8 mm tempered glass, combination lock, stainless steel mono, LED fitting, VGA Splitter (LED, VGA Splitter will be provided), Internal wiring (23*76) with 6 three pin universal power plugs, power control with breaker 32 AMP, 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. Also, fixation of 04 revolving wheels. Sample is available in CUI-Lahore. or equivalent	11	Nos.			
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14	Manageable 24 ports PoE Network Switch (Used)	Brand: CISCO or equivalent Model: WS-C2960S-24PS-L or equivalent Condition: Refurbished ISO Type: Latest LAN based IOS.	01	No.			
15	PDU	Rack PDU 19" RM 1U Europe, 7 Sockets w/Lighted Master Switch Safety Cover, Europe Plug 13A/3120W or equivalent	03	Nos.			
16	IP Cameras	Brand: Dahua or equivalent Model: IPC-HFW5431E-Z or equivalent Image Sensor: 4 MP Accessories: With all accessories Warranty: 01 Years onsite.	04	Nos.			
17	UTP Cable	Brand: Molex/3M/ AMP/ Bay Net UTP CAT 6 (Original) 23 Gauge 1000 ft Roll or equivalent	03	Nos.			
18	CAT6 RJ45 Network Connector	Brand: Bay Net, 3M Ethernet Network Connector Packet or equivalent	01	No.			
19	Duct	Size: 40*40 Adam G\ Popular or Equivalent Lengths	20	Nos.			

Special Terms and conditions:

1. Please submit the technical and financial bid (s) on CUI-Lahore Campus prescribed BoQs and clearly mention the quoted model brands and also attach the terms and conditions (signed, stamped) with both bids, otherwise your bid (s) may be rejected.
2. Kindly attach the tender fee with Technical Bid and Bid money / CDR with Financial Bid.
3. **In Addition to filling of the attached BoQs, supporting literature of the quoted model must be attached for verification & technical evaluation of the required specification by the technical committee. In case of any clash is found between the quoted model and the literature model. So the item/bid may be rejected.**
4. Purchase / work order shall be awarded **of Sr. # 1-4 (Sub Total Basis), Sr. # 5-6 (Item wise basis), Sr.# 7-11 (Sub Total Basis) and Sr. # 12-19 (Item Wise Basis) as mentioned in BoQs.**
5. **Complete Installation of Rostrum, Network cables and VGA Cables within the 05 days of the delivery of the equipment for Sr. # 4.**
6. **Faulty/ Dead part will be replaced during the warranty period instead of repairing for Sr. # 1, 5, 6 &16.**
7. Multiple rates of an item may also lead to the rejection of bid / item.