



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

Tender No. CUI-LHR-TN-13-18-1166

Case # 2489

Single Stage Two Envelop Procedure

Title of Tender: **Lab Equipment, Desktop Computer, UPS & Stabilizer for Chemistry Department**

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. 500/-** 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 40 days for Sr. # 1 to 07 and 15 Days for Sr. # 8 to 10. 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 **October 31, 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

The envelope shall also bear the word “**CONFIDENTIAL**” and following identification quotation of “**Lab Equipment, Desktop Computer, UPS & Stabilizer for Chemistry**”.

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 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.
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 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.
19. All prices should be quoted on F.O.R (Pak Rupees) inclusive of all applicable taxes.
20. 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, LC to forfeit the earnest money in favor of the CUI, LC and / or put a ban on such vendor participation in 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 or grievance, the matter shall be addressed as per PPRA rules.
23. The CUI, LC 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 Invoice will be retained as security by COMSATS University Islamabad, Lahore Campus, and will be released after warranty period (Sr.# 1, 3, 4, 5 & 10 for One Year) and Sr. # 8 for Three Year) and Sr. # 9 for Two Years which will be counted 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 University Islamabad, Lahore Campus”.**
26. COMSATS University Islamabad, Lahore Campus reserves the rights to 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.
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. 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.

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

BoQs of Lab Equipment, Desktop Computer, UPS & Stabilizer for Chemistry Department

No change in the BoQs (Specs & Qty.) of CUI-Lahore Campus, 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-Lahore Campus BoQ may lead to rejection of bid (fully or partially).					Please mention the quoted Model / Brand with meeting the all specifications mentioned in BoQs
Sr. #	Item Name	Specifications	Qty	Sr. #	
1	Oven used for autoclaves reactions	Chamber Material: Stainless steel Display LED Rise time 60 min Temperature Range (Metric) Ambient +5° to 270°C Temperature Control Hydraulic Thermostat Electrical Requirements 220V 60Hz Size Required: 70L Warranty: One Year	01	No.	
2	Autoclaves (Hydrothermal reactions)	Inner bottle made of PTFE, Volume: 100ml, Temperature: Room temperature - 230 degrees, Pressure: 3MPa, Stainless steel size: diameter 80mm, height 160mm Or equivalent	06	Nos.	

3	Just Infusion Syringe Pump	<p>Pump NE-300 or equivalent</p> <ul style="list-style-type: none"> • Holds small or big syringes up to 60 mL • Pump continuously until you stop the pump • Infusion rate can be changed while pumping • Remembers previous settings on power up • Power failure mode allows pump to continue pumping after a reset • Syringe purge mode • Displays total volume dispensed in mL or μL units • Maximum pumping rate of 1500 mL/hr with a 60 mL syringe • Precise reproducible flow rates • Selectable infusion rates units: mL/hr, μL/hr, mL/min, μL/min • Pictured Syringe is for Demonstration purposes only <p>Warranty: One Year</p>	01	No.	
4	Shaking incubator	<p>Laboratory Thermostatic Devices, Liquid shaker</p> <p>Power Supply: 220V/50Hz</p> <p>Size Required: Eight interchangeable aluminum blocks accommodate 40 x 1.5 ml, 54 x 0.5 ml, 96 x 0.2 ml, Water bath 115x73x38 mm, 40 x 0.2 ml, 96 Well ELISA plate, 26 x 0.5 ml, 24 x 1.5 ml</p> <p>Flexible plat form</p> <p>Temperature range: 15 to 60°C</p> <p>Speed Range: 300 to 1500 rpm</p> <p>Warranty: One Year</p>	01	No.	

5	Water distiller & deionizer	<p>Complete Reverse Osmosis System Capacity: 200 Liter / Hr.</p> <ol style="list-style-type: none"> 1. Stainless Steel Feed Pump, 2. Vessel sand filter FRP size: 10x54 3. Deionized resin vessel Mix bed size 8'' x 35'' 4. Carbon Filter 5. Water Polisher 6. Jumbo filter. 7. Multi-Port Control Valve 8. RO Membrane Size: 4'' x 40'' Make :Hydronautics 9. Multistage High Pressure pump. 10. Skid SS 11. Electric Control Panel: RO gauges + flow meter. 12. Resin capacity 25-liter 13. Water Storage Tank SS 1000 Liter <p>Warranty: One Year</p>	02	Nos.	
6	Weighing balance	Analytical (Indirect Loading) Balance 0.00001g to 300g	01	No.	
7	Fume Hoods	<p>Fume hoods Fume hood for the evaporation of solvent 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 Powerful motor and blower system capable to generate high velocity at working surface. Chemical resistant flat working surface glass fiber sheet temperature Range 400 Degree Base cabinet having 30'' height and same width as fume hood Wash Basin Gas Connections 5 mm tempered glass Make : Local</p>	02	Nos.	

8	Desktop Computer	HP / Dell or Equivalent Intel® Core™ i7-7700 Processor (3.6 GHz, up to 4.2 GHz, 8 MB cache) or equivalent, 6 th generation RAM: 32 GB (2x16GB) DDR4-2400 Memory Hard Disk: 1 TB 7200 RPM SATA 2.5" HDD LED: 21" inch (resolution: 1920 x 1080) Display Port Cable USB Keyboard Optical USB Mouse 3 Years Limited Warranty	06	Nos.	
9	UPS 5KVA	UPS Brand: APC/ Vertiv or Equivalent Capacity: 5KVA Topology: Online Waveform type: Sine Wave LCD Display: Yes Built-in AVR: Yes Rated Input Voltage: 230Vac Input Voltage range for main operation: 180- 275Vac Input Frequency Range: 50Hz, ±5% Nominal Output Voltage: 230Vac Battery Type: Maintenance free Sealed Lead Acid & Leak Proof Battery Backup Time: 5 minutes at full Load Typical Recharge time: 8 hours up to 90% Warranty: 2 years onsite warranty including batteries	03	Nos.	
10	5 KVA AVR	Stabimatic Gold series or Equivalent No. Of Phase: Single Type: Servo Motor Control Input Voltage Range: 130Vac-260Vac Input Frequency: 50Hz Output Voltage: 220V, ± 2% Output Current: 22.7A Protection: Short Circuit & Overload Response Time: 0.5 Sec/ 10% deviation Warranty: One Year onsite	01	No.	

Financial Portion (Price and Brand/Model to be mention only in Financial Proposal in a separate sealed envelope)

Vendors are required to provide both unit and total price of each item and calculations must be made carefully to avoid mistakes. However, in case, total price does not match with the unit price and quantity due to calculation error or typo error, any of the following can be opted

1. The bid may be rejected on the reason of ambiguity (OR)
2. Unit price will be considered as final and total price of the respective item will be calculated by multiplying it with the quantity required. Sub-totals and grand total will also be corrected accordingly

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Rates to be quoted inclusive of all (applicable) taxes

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Special Terms and conditions;

- Please submit the technical and financial bid (s) on our prescribed BoQs and clearly mention the quoted model / brands, with complete terms and conditions signed, stamped with both bids, otherwise your bid (s) may be rejected.
- 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.
- Purchase / work order (s) will be awarded on **Item Wise Basis** as mentioned in BoQs.
- Kindly attach the **Tender fee with Technical Bid** and **Bid money / CDR with Financial Bid**.
- Multiple rates of an item may also lead to the rejection of bid / item.