



COMSATS University Islamabad (CUI), Lahore Campus
Defence Road, Off Raiwind Road, Lahore

Tender No. CUI-LHR-TN-13-20-1332

Case # 2974

Single Stage One Envelop Procedure

Title of Tender: **Consumable Items for Labs of Electrical & Computer Engineering 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, Lahore Campus 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 document 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 and to be delivered at CUI, Lahore Campus's premises.
9. After opening of bids, CUI, 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 **January 22, 2020** 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 University Islamabad, Lahore Campus
Defence Road, Off Raiwind Road, Lahore.
Tel: 042-111-001-007, Ext: 875

Signature & Stamp of Bidder

The envelope shall also bear the word “**CONFIDENTIAL**” and following identification quotation of **“Consumable Items for Labs of Electrical & Computer Engineering Department”**.

13. The bid form (BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.
14. **If the vendor fails to deliver the goods / services to COMSATS University Islamabad (CUI), Lahore Campus within the given deadline, any of the following can be opted by CUI Lahore campus on the recommendation of the end user and approval of the authority;**
 - a. An extension in the delivery period may be granted in case a valid reason/justification with necessary documentary evidence is provided by the vendor supporting the reason for delay.
 - b. A penalty upto 10% of the invoice value may be charged.
 - c. Purchase order may be cancelled along with confiscation of earnest money if the vendor fails to deliver the goods / services after the initial or extended delivery time, as the case may be.
15. 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.
16. Deduction of Income Tax and any other tax will be deducted at source according to Government prevailing rules.
17. 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.
18. All prices should be quoted on **F.O.R (Pak Rupees) inclusive of all taxes.**
19. 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-Lahore Campus to forfeit the earnest money in favor of the CUI-Lahore Campus and / or put a ban on such vendor participation in CUI tenders / works.
20. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
21. In case of any dispute or grievance, the matter shall be addressed as per PPRA rules.
22. The CUI-Lahore Campus reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
23. **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”.**
24. 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.

25. 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.
26. 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 Consumable Items for Labs of Electrical & Computer Engineering Department

<p>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:</p> <ol style="list-style-type: none"> 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 							
<p>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).</p>				<p>Prices to be quoted inclusive of all applicable taxes</p>			
Sr. #	Item Name	Specifications	Qty		Quoted Model / Brand /Make	Unit Price (Rs.)	Total Price (Rs.)
Digital Logic Design Lab							
1	USB Extension Cable Length 1.5meter, High performance USB 3.0 extension cable extends the connection between a computer		40	Nos.			
2	Switch (Male/Female) Sample Available in DLD Lab		30	Nos.			
Sub Total Amount (Rs.) Inclusive of All Taxes							

Data Communication and Computer Networking Lab						
3	Electric Blower Black & Decker Model: KX4010-B1 or equivalent Power = 600 Watt Input Voltage = 220/240 VAC, 50/60 Hz Heavy Duty	1	No.			
4	Screw Driver kit Multi-function, Pack of 2-45 in 1 Professional Hardware Tool Kit. Brand: Jackly or Equivalent.	1	No.			
Sub Total Amount (Rs.) Inclusive of All Taxes						
Power/Industrial Electronics Lab						
5	Component Box 5 x 5, Large Size, As per Sample available in Power Lab	3	Nos.			
6	USB Extension Cable Length 1.5meter, High performance USB 3.0 extension cable extends the connection between a computer	20	Nos.			
7	Cable Style: BNC to Crocodile Frequency Max: 4GHz ~ 12GHz Impedance: 50 Ohms ~ 75 Ohms Terminated with red and black colour-coded crocodile clips.	10	Nos.			
8	Cable Style: BNC to BNC Frequency Max: 4GHz ~ 12GHz Impedance: 50 Ohms ~ 75 Ohms	10	Nos.			
9	3 Phase Rectifier Bridge GBPC 1206 or equivalent 12A, 600V	5	Nos.			
10	Silicon Gun Electric 60W	1	Nos.			
11	Transparent Silicon Rod	20	Nos.			
12	Soldering Iron 60W, 220VAC	1	Nos.			
Sub Total Amount (Rs.) Inclusive of All Taxes						

Electronics Lab						
13	Cutting Plier Heavy Duty	1	No.			
Sub Total Amount (Rs.) Inclusive of All Taxes						
Embedded System Lab						
14	Screw Driver kit Star Kit for Electric Use Heavy duty	1	No.			
15	Cutting Plier Heavy Duty	1	No.			
16	Nose Plier Heavy Duty	1	No.			
17	Soldering Iron 60W, 220VAC	1	No.			
Sub Total Amount (Rs.) Inclusive of All Taxes						

Bid Evaluation Criteria

All bids shall be evaluated in accordance with the following evaluation criteria and other terms & conditions set forth in this bidding document.

- The bids shall be evaluated to strictly ensure that the quoted brand/ model meet all the BoQ/ specification requirements given in the tender document for each item.
- In addition to the BoQ requirements, vendors must meet the vendor qualification criteria /company profile requirements (if any), as set forth in this tender document.
- 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 supported literature may lead to rejection of bid.

Special Terms and conditions;

- i. Please submit bid (rates) on our prescribed BoQs Form and clearly mention the quoted model / brands, with complete terms and conditions signed, stamped with bids, otherwise your bid (s) may be rejected.
- ii. Bidders are required to visit CUI Lahore Campus to inspect the samples before quoting the rates.
- iii. Purchase / work order (s) will be awarded on **Sub Total Basis** as mentioned in BoQs.
- iv. **Multiple rates of an item may also lead to the rejection of bid / item.**