



# COMSATS University Islamabad (CUI), Lahore Campus

Defence Road, Off Raiwind Road, Lahore

Tender No. CUI-LHR-TN-20-1436

Case # 3209

## Single Stage One Envelop Procedure

**Title of Tender:** Lab Items and Repair & Maintenance of Equipments for Undergraduate Labs, Dept of Chemical Engineering

### 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. 500/-** 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. In case more than one bidder have quoted same rates for an item; the bidder securing more items (in terms of cost) will be awarded the specific item.
11. 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.
12. The bid should be submitted in a sealed envelope up to **December 16, 2020** on or before **1400hrs** and will be opened on the same date **at 1430hrs** in the presence of available bidders. In case of any holiday is announced by the Govt. OR any unforeseeable circumstances that prevent the tender from being opened on the date announced (Force Majeure Situation), the tenders will be opened on the very next working day. Timing will remain as mentioned in the tender notice.
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

**Signature & Stamp of Bidder**

The envelope shall also bear the word “**CONFIDENTIAL**” and following identification quotation of **“Lab Items and Repair & Maintenance of Equipment’s for Undergraduate Labs, Dept of Chemical Engineering”**.

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 (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.
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 taxes.**
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 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.
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-Lahore Campus 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 University Islamabad, Lahore Campus”.**
25. 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.

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. 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.

**BoOs of Lab Items and Repair & Maintenance of Equipment's for Undergraduate Labs, Dept of Chemical Engineering**

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

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).

Prices to be quoted inclusive of all applicable taxes

Sr. #	Item Name	Specifications	Qty	Quoted Model / Brand /Make	Unit Price (Rs.)	Total Price (Rs.)
<b>Part A: Lab Items &amp; Consumable Items</b>						
1	Liquid Detergent (for glass ware)	Lemon Max Dishwash or equivalent Liquid Bottle 750 ml	2	Pcs		
2	Liquid Detergent (for hand wash)	Lifebouy or similar quality or equivalent - 220 ml bottle -	3	Pcs		
3	Tissue Roll (for lab.)	Local (small Size) (6 rolls in 1 pack)	2	Packs		

4	Aniline Point Test Tubes	China or equivalent-heat resistant glass test tube 25 mm diameter × 150 mm height	4	pcs			
5	Petrol	Local	2.5	Ltrs			
6	Kerosine Oil	Local	2.5	Ltrs			
7	Diesel Oil	Local	2	Ltrs			
8	Engine oil (Zic) or equivalent 5W-20	Local	250	ml			
9	Engine oil (Zic) or equivalent 10W-20	Local	250	ml			
10	Engine oil (Zic) or equivalent 20W-40	Local	250	ml			
11	Coal (Powdered/ Pulverized)	Local	100	g			
12	Coal (Powdered/ Pulverized)	Indian/ Malaysian or equivalent	100	g			
13	Hand Sanitizers (250 ml)	Local	5	pcs			
14	Mask	Local - Surgical disposable face masks with elastic earloops Standard size - 50 pieces in one pack/box required	1	Box			
15	Surgical gloves	Local - disposable Medium size - 100 pieces in one pack required	1	pack			
16	Lab Coats	Local - Large size	3	Pcs			

17	Laboratory Analytical Balance	Voltage: 100-240V, AC Rated Voltage: 7.5V, 50-60Hz Rated Power: 1W Indexing Value(d): 0.1mg Test Indexing Value(c): 1mg Maximum Weighing: 120g	1	Pcs			
18	Weighing balance	0.01g to 320g	1	Nos			
19	Measuring cylinder	50ml	6	Nos			
20	Thermometer	360 C	6	Nos			
21	Thermometer	110 C	6	Nos			
22	Gas Syringe	100ml	1	Nos			
23	Cabinet locks	As standard - Zinc Alloy, Cabinet Lock with Cylinder Head, Comes With 3 Keys	12	Nos			
24	Pipette sucker	As standard - with a capacity of 100 ml	6	Nos			
25	Distilled Water	1 litre	10	Nos			
26	Beakers	1000ml	6	Nos			
27	Hand washer	Lifebouy or similar quality or equivalent - 220 ml bottle,	6	Nos			
28	Face Mask	Local - Surgical disposable face masks with elastic earloops Standard size - 50 pieces in one box	6	Box			

29	Tissue Rolls	Large size for lab	6	Nos			
30	Bricks	Standard building brick 10/4 inch	50	Nos			
31	Masks	Non-woven surgical face masks - 50 pieces in one Box	4	Box			
32	Gloves	Nitrile gloves - medium size - 100 pieces in one Box	4	box			
33	Safety Goggles	Transparent goggles with side shields	10	Nos			
34	Wheat Grains	Local	10	kg			
35	Towel	Cotton material - Medium size	2	Nos			
36	Hand Wash	Lifebouy or similar quality or equivalent - 220 ml bottle -	5	Nos			
37	Brassica Seed	Local	10	Kg			
38	Banula Seed	Local	10	Kg			
39	Ethanol	Commercial Grade	30	liter			
40	Methanol	Commercial Grade	20	liter			
41	Coffee Jar	Nescafe or Equivalent 200 g	3	Nos			
42	Battery Cell	Nominal voltage: 9 V Impedance: 1,700 m-ohm @ 1 kHz	10	Nos			
43	Water Rotameter	0 - 100 LPM (Liter per minute)	1	Nos			
44	Hygrometer	HTC-2 Thermo/Hygrometer Clock or Equivalent	2	Nos			

45	Silicon Tube	Tube diameter = 6 mm	30	feet			
46	Soap	Liquid (Lifebouy) or Equivalent 220 ml	3	Nos			
47	Air Velocity Meter / Anemometers	Wind Speed Measurement = 2 - 30 m/s Temperature Measurement = 0 - 50C	1	Nos			
48	Tissue Paper Roll	Rose Petal (Big) or equivalent	3	Nos			
49	Lab Coat	Extra Large Size (XXL)	2	Nos			
50	Lab Safety Goggles	Safety Goggles	2	Nos			
51	Tissue Paper Roll	Rose Petal (Bigger) or equivalent	3	Nos			
52	Workpiece (cut by gas weld) for lathe machine	25 (dia)x120 mm(length)	5	Nos			
53	Workpiece for fitting shop (cut by hacksaw)	L=70 mm, W=50mm, thickness=9mm	5	Nos			
54	Welding rod (10 numbers)	J38 - 10 rods in one Box / Pack	1	Pack / Box			
55	Workpiece (cut by hacksaw) for welding shop	2" x 5" x 1/4"	10	Nos			
56	Cutter Plier	8" (Local or China or equivalent)	2	Nos			
57	Combination Plier	8" (Local or China or equivalent)	2	Nos			
58	Phenol (Solid)	CAS Number: 108-95-2 (lab scale) or equivalent 500g	1	No.			
59	Methanol	CAS Number:89-78-1 or equivalent	1	L			

60	Compressed Sulphur Hexafluoride Gas Cylinder	Must be compatible with Item / Equipment no. PHYWE 41772-21 74g	1	No.			
61	Compressed Carbon dioxide Gas Cylinder	Must be compatible with Item / Equipment no. PHYWE 41772-06 22g	1	No.			
62	Gas Syringe (100ml)	Must be compatible with Item / Equipment no. PHYWE 02614.00	4	Nos.			
63	Face Mask	Local - Surgical disposable face masks with elastic earloops Standard size – 50 pieces in one box	2	Box			
64	Tissue Roll	Big size (Kitchen roll)	5	Nos			
65	Lab Coats white	medium and large size	4	Nos			
66	Safety Goggles	Standard size	12	Nos			
67	Gloves Powder Free	Disposable - medium and large size - 100 Pieces in one Box	2	Box			
<b>Part B: Repair &amp; Maintenance of Equipment's</b>							
68	Compressor. Engine problem	50 HP/ 50 L	1	No.			
69	RO Filtration Unit. Pump problem or controller problem. The pump starts working initially and then stops.	3 Sedimentation filter, RO Module, Local Made	1	No.			
70	Ball Mill. RPM and Time Fault	Wisemix BML-2 600 rpm	1	No.			

71	Lathe Machine (Old) - Complete Overhaul. Problem in working of compound and cross slide due to play while setting a value. Head Stock Belt Replacement.	Bed = 3', Chuck = 6", Spindle = 1.5", Single Phase Motor	1	Nos			
72	Lathe Machine (New) - Speed / RPM slow. Replacement of motor and Head Stock Pulley required to increase speed and rpm.	Bed = 5.5', Chuck = 8", Spindle = 2.5", Three Phase Motor	1	Nos			
73	Shaper Machine - Complete Overhaul and Adjustment of Travelling Bed. Tool not properly travelling on bed and needs to be readjusted.	Working Length = 14", Machine Vice = 6", Three Phase Motor	1	Nos			
74	Bench Grinder - Motor Winding	1 HP Motor, 3000 RPM, 1.5 Ampere, Three Phase Motor	1	Nos			
75	Cut off Machine - Replacement of Armature	Cut-Off Machine, Model: DW917, 355mm, 2300W, no 3900/m, 220-240V	1	Nos			
76	Bench Vice - Overhaul and repairing. Travelling Screw Replacement	4"	1	Nos			
77	Analog Temperature Controller	1. LED (Numeric Display) 2. Temperature Range: 1000C 3. Type RLYx1for TC Type K, Pt 100.	1	Nos			
78	Repairing of Shell and Tube Heat Exchanger	1. Replacement of Gaskets for Acralyc Shell 2. Replacement of 6 sample valves(Dia: 1.2) Type: Ball Valves	1	Nos			
79	Flame photometer (maintenance)	Intech/ Model 1381/ Reading Error	1	No			

80	Digital conductivity meter (maintenance)	Intech (Reading Error)	1	Nos			
81	Digital PH meter (maintenance)	Intech/ (Reading Error)	1	Nos			
82	Ph meter portable (maintenance)	DPPM - 401 (Cell break)	1	Nos			

### **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. Under no circumstances should re-packed chemicals be provided.
- iii. Purchase / work order (s) will be awarded on **Item Wise Basis** as mentioned in BoQs.
- iv. **Vendors are required to examine the Repair & Maintenance Items (Sr. # 68 to 82) at Department of Chemical Engineering before quoting the rates.**
- v. **Multiple rates of an item may also lead to the rejection of bid / item.**