



COMSATS Institute of Information Technology, Lahore
Purchase Section

Date: August 08, 2016

Case # 1836

BoQs of Mouse, Keyboards and IT Accessories for Class Rooms. CIIT-Lahore

Sr. #	Item Name & Specification	Qty.		Quoted Model / Brand	Rate to be quoted Inclusive of all (applicable) Taxes	
					Unit Price (Rs.)	Total Price (Rs.)
1	USB Ext. Cable 3.0 Supported (3 meter)	Nos.	30			
2	Y-Cables (standard)	Nos.	15			
3	D-Link KVM Switch (222 or equivalent)	Nos.	3			
4	VGA Cable (3 meter)	Nos.	15			
5	VGA Cable (20 meter)	Nos.	4			
6	Female Power Cable (Grade-A) standard	Nos.	60			
7	Male Power Cable 10 By UK or equivalent (Grade A)	Nos.	15			
8	USB Mouse (New Branded made by Dell or equivalent)	Nos.	15			
9	USB Key board (New Branded made by Dell or equivalent)	Nos.	15			

Note:

- Purchase / work order (s) will be awarded on **Item Wise** basis.
- Please quote the rates on our BoQs and clearly mention the quoted model / brand otherwise your bid / items may be rejected.
- Multiple prices of an item may lead to rejection of the item / bid.

Signature & Stamp of the Bidder

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 of CIIT by any vendor will not be acceptable and may lead to rejection of the bid.**
2. Part / Advance payments is not allowed.
3. The exact completion / delivery time from the date of the purchase / work order will be **15 days**. The handing over / completion time for this contract is of critical importance.
4. Your bid proposal should be inclusive of freight and all taxes delivered at COMSATS Institute of Information Technology, Lahore Campus's premises.
5. In case of any dispute, decision of the Director, CIIT will be final and binding upon the parties.

Signature of Contractor with Stamp

- 6. The quotation should be submitted in a sealed envelope.
- 7. The envelope shall bear the word **“CONFIDENTIAL”** and the identification **“Mouse, Keyboards and IT Accessories for Class Rooms”**, and 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

- 8. 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 and installation, and COMSATS Lahore acceptance / inspection thereof.
- 9. All prices should be quoted on F.O.R (Pak Rupees) and **valid for at least 40 days.**
- 10. If the vendor fails to deliver the goods / services to CIIT-Lahore 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.
- 11. The bid should be submitted in a sealed and stamped envelope up to **August 10, 2016 before 1400 Hrs** and will be opened on the same date at **1430 hrs** in the presence of available bidders.

12.

13. I / We

- **Company / Vendor Name:**.....
- **Postal Address:**.....
- **Tel. / Mobile:**.....**Email:**.....
- **NTN # :**.....**GST#:**.....

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 into.

Signature of Contractor with Stamp