



# COMSATS Institute of Information Technology

Lahore Campus, Defence Road, Off Raiwind Road, Lahore

## TERMS AND CONDITIONS

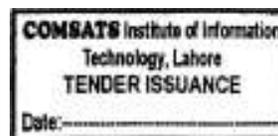
**[All pages (BoQs & Terms & Conditions) are mandatory to be signed / stamped, Rates should be quoted on our prescribed format, failing which the bid may be rejected]**

1. The contract will be executed and handed over in satisfactory conditions up to the entire satisfaction of COMSATS Institute of Information Technology, Lahore Campus.
2. Documents along with Pay Order / Demand Draft amounting **Rs. 500/-** as a tender documents fee (Non-Refundable) in favor of COMSATS Institute of Information Technology, Lahore to the address given below. No bid will be accepted without tender documents' fee.
3. Partial / Advance payments is not allowed.
4. The exact completion/delivery time from the date of the purchase / work order will be **30 days**. The handing over / completion time for this contract is of critical importance.
5. Your bid proposal should be inclusive of freight and all taxes delivered at COMSATS Institute of Information Technology, Lahore Campus's premises.
6. After opening of bids COMSATS Institute of Information Technology, Lahore Campus will examine the bids for completeness as per tender document.
7. Purchase order (s) will be awarded to the lowest or technically recommend bidder (s) on the basis of item wise / subtotal wise / grand total wise according to the nature of BoQs.
8. Bidders who do not qualify cannot challenge the finding of the evaluation or ask for reason of disqualification.
9. The bid should be submitted in a sealed envelope up to **June 26, 2014** on or before **1100 hrs** and will be opened on the same date **at 1130 hrs** in the presence of available bidders.
10. The envelope 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
11. The envelope shall also bear the word "**CONFIDENTIAL**" and following identification quotation of "**Lab Items for Chemical Engineering Department (Fall 2014)**".
12. The bid form (Annex-I/BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.
13. If the vendors fail to deliver the firm in time then the vendor will be charged penalty 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 fail to deliver the items during the extended then the supply order will be cancelled, earnest money and payment will be forfeited.
14. Deduction of Income Tax and other taxes of any will be deducted at source according to Government prevailing rules.
15. 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 / installation, and COMSATS acceptance / inspection thereof.

16. All prices should be quoted on **F.O.R (Pak Rupees)**.
17. All prices should be valid for at least **60 days**. Withdrawal or any modification of the original offer within the validity period shall entitle CIIT to forfeit the earnest money in favor of the CIIT and / or put a ban on such vendor participation in CIIT tenders / works.
18. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
19. In case of any dispute, decision of the Director, CIIT will be final and binding upon the parties.
20. The CIIT reserves the right to modify equipment specifications/quantities at any time before the award of work.
21. 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 Institute of Information Technology, Lahore Campus"**. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal.
22. COMSATS Institute of Information Technology, Lahore Campus, reserves the rights to accept or reject if;

**No offer of a supplier/firm will be considered: -**

- 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. Offer is made by the unauthorized agent/ supplier of the original equipment manufacturer.
  - vii. The offer is from a firm, which is black listed, by any Govt. Office.
  - viii. The offer is received by telephone/telex/fax/telegram.
  - ix. Any unsigned / ambiguous erasing, cutting / overwriting etc. is made.
23. The tendered 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.
  24. I/We ..... 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.



**BoQs of Items for Chemical Engineering Department (Fall 2014).**

S.N	Item's Name	Specification	QTY	Rates to be quoted inclusive of all taxes	
				Unit Price (Rs)	Total Price (Rs)
<b>General chemistry Lab</b>					
1	Funnel	75 mm China	8	No.	
2	Beaker	100-ml China	20	No.	

3	Beaker	250-ml China	20	No.		
4	Beaker	500-ml China	10	No.		
5	Beaker	1000-ml China	8	No.		
6	Measuring Flask	100-ml China	12	No.		
7	Measuring Flask	250-ml China	12	No.		
8	Measuring Flask	500-ml China	8	No.		
9	Conical Flask	100-ml China	16	No.		
10	Conical Flask	250-ml China	10	No.		
11	Glass Rod		36	No.		
12	Droper		50	No.		
13	Pipette	10-ml china	17	No.		
14	Burette	50-ml rota flow meter special quality	4	No.		
15	Test Tube		100	No.		
16	Test Tube Holder		12	No.		
17	Chromatographic Tank size	10"+10"4" plastic pak	3	No.		
18	Measuring Cylinder	100-ml China	15	No.		
19	Measuring Cylinder	10-ml China	15	No.		
20	Thermometer	110 'C China	12	No.		
21	Reagent Bottle	250-ml China	12	No.		
22	Lab Coats		4	No.		
23	pipette sucker	(syringe type)	6	No.		
24	Viscometer		6	No.		
25	Capillilary long length		25	No.		
26	Specify Gravity Bottle		15	No.		
27	Magnetic Stirrer		1	No		

28	Magnetic bars	5mm, 10mm (10 each)	20	No		
29	Brush for washing burette		24	No.		
<b>Physical Chemistry Lab</b>						
1	Chromatogram paper strips		1000- Strips	No.		
2	Ethanol	Commercial grade	10	Liter		
3	Methyl Blue	Commercial grade	25	gm		
4	Sod. Hydroxide	Commercial grade	1	Kg		
5	Methyl Orange	Commercial grade	25	gm		
6	Acetic Acid	Commercial grade	2.5	Liter		
7	Nitric Acid	Commercial grade	2.5	Liter		
8	Methanol	Commercial grade	2.5	Liter		
<b>Chemical Process Technology Lab</b>						
1	Analytic Caustic Soda (NaOH)	Commercial Grade	2	kg		
<b>Instrumentation &amp; Process Control Lab</b>						
1	Mercury		2	kg		
<b>Heat Transfer Operations Lab</b>						
1	Digital Temperature Indicator Jetec TE-72 (Range: 0-400 °C)		1	No.		
2	Digital Temperature Indicator Reading System		1	No.		
3	Steam Pipe Insulation Material	(144 x 4 inches)	1	No.		
4	Rotameter		1	No.		
5	Flow Sensor		1	No.		
6	Pressure Gauge		1	No.		
7	Steam pipe valves		2	No.		
8	Cold water pipe valves		2	No.		

9	Beakers	100 ml	2	No.		
10	Beakers	250 ml	2	No.		
11	Beakers	1L	2	No.		
<b>Mass Transfer and SHMTO Lab</b>						
1	Heating element(Heater)		1	No.		
2	PH meter		1	No.		
3	Conductivity meter		1	No.		
4	Acetic acid	commercial grade	10	liter		
5	Nestle coffee jar		5	liter		
6	Nitric acid	commercial grade	10	pack		
7	Sulfuric acid	commercial grade	10	liter		
8	Weighing balance	(0.1gto1000g)	1	No.		
9	Steel beaker	(1000g)	1	No.		
10	Pipit + sucker		6	No.		
11	Burette		6	No.		
12	Burette stand		6	No.		
13	Methanol	commercial grade	1	liter		
<b>Particulate Technology Lab</b>						
1	Machine oil (lubricating oil)	500ml	2	No		
<b>Thermodynamics Lab</b>						
1	Screw Driver Kit Set	China	1	Set		
2	Pliers	China	1	No		
3	Wrench	china	1	No		
4	Thermometer 110®C	China	3	No		
5	Thermometer 360®C	china	3	No		

6	Phenol	Lab Grade	1	kg		
7	Acetone	Lab Grade	2.5	ltr		
8	Methanol	Lab Grade	2.5	ltr		
9	n-Pantene	Lab Grade	1	lt		
10	Conical Flask 100 ml	China	6	No		
11	Pipettes 1ml	China	5	No		
12	Pipettes 10ml	China	5	No		
13	Pipettes 05ml	China	1	No		
14	Pipettes 50ml	China	1	No		
15	Pipettes 100ml	China	1	No		
16	Pipette sucker (syringe type)	China	3	No		
17	Safety Mask		2	BOX		
18	Mercury		0.5	kg		

### Engineering Workshop Lab

1	work piece lathe		30	No		
2	work piece fitting shop		24	No		
3	work piece grinding		2	No		
4	welding rodes		1 pack	No		
5	vernier calipers		2	No		
6	files (3 doublec cut)		3	No		
7	wiring tape		6	No		
8	switch one way		6	No		
9	wire 3/29 double (red& black)		5	No		
10	cutting oil		1	Liter		
11	cutting toll (lathe)		1	No		

12	duster		2	Kg		
13	lab coats		2	No		
14	safety glasses		10	No		
15	grinding disk		6	No		
16	fitting workpiece holder		1	No		
<b>Fuel &amp; Combustion Lab</b>						
1	Petrol		2	Lit		
2	Diesel		1.5	Lit		
3	Kerosene Oil		1	Lit		
4	Beaker(100ml)		6	No		
5	Beaker(500ml)		6	No		
6	China Dish		12	No		
7	Gravity Bottle		10	No		
8	Wax(Local)		1 pack	No		
9	Wax(Imported)		1 pack	No		
10	Watt for smoking point apparatus		1 pack	No		
11	Salt(NaCl)		20 kg	Kg		
12	Cooking Oil		1	Liter		
13	Measuring Cylinder(10ml)		3	No		
14	Grease		1 packet	No		
15	Thermometer(350 °C)		5	No		
16	Cork(Teflon)		2	No		
17	Glass Viscometer		5	No.		
18	Mob. Oil of three different viscosities		3	No.		
<b>Chemical Reaction Engineering Lab</b>						

1	Heating Element (Heater)		1	No		
2	Conductivity Meter		1	No		
3	Magnetic Stirrer for mixing Liquid phase Reactions		1	No		
4	Gas Syringe (250mL)		1	No		
5	Caustic Soda (NaOH), Analytical Grade		2	kgs		
6	Buckets (15Liter)	15 Liter	2	No		
7	Beaker (1000mL)	1000ml	2	No		
8	Beaker (500mL)	500ml	2	No		
9	Beaker (250mL)	250ml	2	No		
10	Beaker (100mL)	100ml	2	No		
11	Measuring Flask (500mL)	500ml	2	No		
12	Reagents Bottle (250mL)	250ml	12	No		
13	Ethyl Acetate		3	Liter		
14	Burette 50mL Rotameter flow special		2	No		
15	Viscometer		2	No		

