



COMSATS Institute of Information Technology, Lahore Purchase Section

Date: January 16, 2015

BoQs of Laptop Computer for Dr. Waheed Akhter, CIIT-Lahore

Sr. #	Item Name	Make / Brand / Specification	Qty.		Quoted Model / Brand	Rate to be quoted Inclusive of all Taxes	
						Unit Price (Rs.)	Total Price (Rs.)
1	Laptop Computer Process Core i3,1.70Ghz 3rd Generation Ram DDRIII, 4GB Hard disk 500GB DVD RW Screen LED 15.6"	Model Dell Inspiron N3537 or Equivalent	1	Nos.			

- Please quote the rates on our BoQs and clearly mention the quoted model / brand otherwise your bid / items may be rejected.

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.]**

- 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.**
- Part / Advance payments is not allowed.
- The exact completion / delivery time from the date of the purchase / work order will be **10 days**. The handing over / completion time for this contract is of critical importance.
- Your bid proposal should be inclusive of freight and all taxes delivered at COMSATS Institute of Information Technology, Lahore Campus's premises.
- In case of any dispute, decision of the Director, CIIT will be final and binding upon the parties.
- The quotation should be submitted in a sealed envelope.
- The envelope shall bear the word "**CONFIDENTIAL**" and the identification "**Laptop Computer for Dr. Waheed Akhter**", 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
- 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.
- All prices should be quoted on F.O.R (Pak Rupees) and **valid for at least 40 days**.
- If the vendors fail to deliver the firm in time then the vendor will be charged penalty as under:-
 - 1% per day of the invoice price for 5 working days.

Signature of Contractor with Stamp

- 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 may be cancelled.

11. The bid should be submitted in a sealed and stamped envelope up to **January 19, 2015 before 1400 Hrs.**

12. 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