



COMSATS Institute of Information Technology

Lahore Campus, Defence Road, Off Raiwind Road, Lahore

Case# 1279

Tender No. CIIT-TN-13-14-483

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 **40 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. The vendor must attach a certificate of sole distributor on behalf of the supplier along-with tender/bid. In case of non-availability of certificate your tender/bid may be rejected.
7. After opening of bids COMSATS Institute of Information Technology, Lahore Campus will examine the bids for completeness as per tender document.
8. 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.
9. 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.
10. Bidders who do not qualify cannot challenge the finding of the evaluation or ask for reason of disqualification.
11. The bid should be submitted in a sealed envelope up to **February 09, 2015** on or before **1400 hrs** and will be opened on the same date **at 1430 hrs** in the presence of available bidders.
12. The envelope should be marked as under;

Manager Purchase

COMSATS Institute of Information Technology, Lahore Campus

Defence Road, Off Raiwind Road, Lahore.

Tel: 042-111-001-007, Ext: 875

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Signature of Contractor with Stamp

13. The envelope shall also bear the word “**CONFIDENTIAL**” and following identification quotation of “**Chemical & Consumable Items for Chemical Engineering Department.**”.
14. The bid form (Annex-I/BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.
15. 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 may be cancelled, earnest money and payment may be forfeited.
16. Deduction of Income Tax and other taxes of any will be deducted at source according to Government prevailing rules.
17. 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.
18. All prices should be quoted on **F.O.R (Pak Rupees)**.
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 CIIT to forfeit the earnest money in favor of the CIIT and / or put a ban on such vendor participation in CIIT 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, decision of the Director, CIIT will be final and binding upon the parties.
22. The CIIT reserves the right to modify equipment specifications/quantities at any time before the award of work.
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 Institute of Information Technology, Lahore Campus”**. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal.
24. 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. 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 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.

26. 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.

BoQs of Chemical & Consumable Items for Chemical Engineering Department, CIIT Lahore

Sr.#	Item/Chemical Name	Qty	Quoted Brand/make	Total Price (Rs) (Inclusive of all taxes)
1.	1,2-Dibromoethane	1L		
2.	Ethylenediamine	1L		
3.	1,2-diaminopropane	1L		
4.	N-ethylethylenediamine	5g		
5.	N-phenylethylene diamine	5g		
6.	o-phenylene diamine	250g		

7.	3-Aminoacetophenone	25g		
8.	Ethyl bromoacetate	100g		
9.	Propylene oxide	1L		
10	isobutylene oxide	25 ml		
11	1,2-epoxy-5--hexene	5g		
12	2-amino-4-methyl pyridine	100gm		
13	2-amino-3-methyl pyridine	100gm		
14	2-picolychloride	5g		
15	2-bromomethyl pyridine	5g		
16	Sodium borohydride	25g		
17	Bromoacetyl bromide	100ml		
18	2-Aminoisobutyric acid	25g		
19	N-bromosuccinimide	100g		
20	Potassium Hexafluorophosphate	1L		
21	<i>Benzylamine</i>	100 ml		
22	Silver acetate	10 g		
23	Silver acetylacetonate	1g		
24	Silver oxide	1g		
25	Potassium bis(trimethylsilyl)amide solution	100ml		
26	Sodium bis(trimethylsilyl)amide solution	100ml		

27	Potassium hydride dispersion	5g		
28	Potassium tert-butoxide	100g		
29	Sodium tert-butoxide	100g		
30	NaH	100g		
31	Oxally chloride	100g		
32	Flash Silica	2 Kg		
33	Cerium(IV) sulfate	1g		
34	Calcium Hydroxide	500g		
35	NaHCO₃	500g		
36	NaCl	500g		
37	Na₂SO₄	1Kg		
38	NaOH	1kg		
39	KOH	2kg		
40	Aluminium TLC Cards	1 pack		
41	Toluene	2.5L		
42	Hexane	2.5L		
43	Ethyl acetate	2.5L		
44	Diethyl ether	2.5L		
45	Methanol	2.5L		
46	Ethanol	2.5L		

47	2-Aminonicotinic acid	5g		
48	4-Aminonicotinic acid	5g		
49	Anthranilamide	5g		
50	Cysteamine	5g		
51	Benzocaine	5g		
52	Butylamine	500 ml		
53	Chloroform-d1, for NMR	250 ml		
54	Methanolog-d4, for NMR	100 ml		
55	Dimethylsulfoxide-d6, for NMR	50 ml		
56	Deuterium oxide	100 ml		
57	Acetone-d6	50 ml		
58	Glass Condenser (small) quick fit 14/23	3 Nos		
59	Glass Condenser (large) quick fit 29/32	2 Nos		
60	Conical Flask (Glass) 100 ml	20 Nos		
61	Round Bottom Flask (quick fit, 29/32) 250 ml	5 Nos		
62	Round Bottom Flask (quick fit, 14/23) 100 ml	5 Nos		
63	Round Bottom Flask (quick fit, 14/23) 50 ml	5 Nos		
64	Round Bottom Flask (quick fit, 14/23) 25 ml	5 Nos		
65	Beakers 100ml	15 Nos		
66	Beakers 250ml	5 Nos		

67	Beakers 500ml	3 Nos		
68	Two Neck RB Reaction Flask			
	500 ml 29/32, side neck 14/23	1 No		
	250 ml 29/32, side neck 14/23	2 Nos		
	100 ml 29/32, side neck 14/23	3 Nos		
	50 ml 29/32,m, side neck 14/23	3 Nos		
69	Separating funnels			
	500mL with Teflon separator	1 No		
	1000mL with Teflon separator	1 No		
	250mL with Teflon separator	3 Nos		
	100 ml with teflon separator	5 Nos		
70	Adapters (Glass) Socket 24/29, cone 14/23	5 Nos		
71	Multiple adapter 2 parallel neck: Socket 14/23, cone 14/23	5 Nos		
72	Vacuum adapter straight with drain tip and connection cone and socket of 14/23	2 Nos		
73	Vacuum adapter straight with drain tip and connection cone and socket of 29/32	2 Nos		
74	Distilling link with Leibig Condenser cone and vacuum connection at outlet tube socket 14/23 cone 14/23	1 No		
75	cooling trap 250 ml with cap at top and plastic hose connections	1 No		
76	Nitrogen distribution tubes with 2 way ptfе valves (minimum 3 valves)	1 No		

77	Thermometer (in C) 0 to 100 and 0 to 350	2 Nos		
78	Thermometer (in centigrades) 0 to 350 quick fit ground joint of 14.5/23	2 Nos		

Note:

1. The vendor must attach a certificate of sole distributor on behalf of the supplier along-with tender/bid. In case of non-availability of certificate your tender/bid may be rejected.
2. All glassware must be of pyrex/iwaki.
3. All chemicals must be of analytical grade.
4. Price should be quoted inclusive of all taxes on our prescribed BoQs. Do not use your own company letterhead otherwise your bid/proposal will be rejected.

