



COMSATS Institute of Information Technology

Lahore Campus, Defence Road, Off Raiwind Road, Lahore

Tender No. CIIT-TN-13-16-660

Case # 1698

TERMS AND CONDITIONS

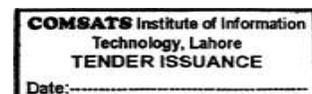
[All pages (BoQs & Terms & Conditions) are mandatory to be signed / stamped, failing which the bid may be rejected.]

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. *Only registered Suppliers, who are on Active Taxpayers List (ATL) of FBR, are eligible to participate in tender.*
3. The contract will be executed and handed over in satisfactory conditions up to the entire satisfaction of COMSATS Institute of Information Technology, Lahore Campus.
4. Documents along with Pay Order / Demand Draft amounting to **Rs. 500/-** as a tender documents fee (Non-Refundable) shall be submitted in favor of COMSATS Institute of Information Technology, Lahore to the address given below. No bid will be accepted without tender documents' fee.
5. Part / Advance payments is not allowed.
6. The exact completion/delivery time **(will be 03 days)** from issuance of the purchase / work order for **Capture Card Device** while **the Fixation / Installation of SMD Display at Expo Center Lahore** is required on dated **18-03-2016**.
7. Your bid proposal should be inclusive of freight and all other taxes delivered at COMSATS Institute of Information Technology, Lahore Campus's premises.
8. After opening of bids, COMSATS Institute of Information Technology, Lahore Campus will examine the bids for completeness as per tender document.
9. 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.
10. Bidders 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 **March 11, 2016** on or before **1400hrs** and will be opened on the same date **at 1430hrs** in the presence of available bidders.
12. 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

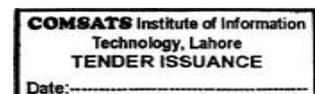
13. The envelope shall also bear the word "**CONFIDENTIAL**" and following identification quotation of "**IT Support Services for Large Display Including SMD Display on Rental Basis and Procurement of Capture Cards**".

Signature & Stamp of Bidder



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 CIIT-Lahore in time then the penalty will be charged as under:-**
- 1% per day of the invoice price for 5 working days.
 - 2% per day of the invoice price for further 5 working days.
 - If the vendor fails to deliver the goods / services during the extended period then the purchase / work order may be cancelled, earnest money and payment may be forfeited.
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 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.
19. All prices should be quoted on F.O.R (Pak Rupees).
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 CIIT to forfeit the earnest money in favor of the CIIT and / or put a ban on such vendor participation in CIIT 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, decision of the Director, CIIT will be final and binding upon the parties.
23. The CIIT reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
- 24. 05% of the total value of the BoQs Serial # 02 only will be retained as security by COMSATS Institute of Information Technology, Lahore Campus, and will be released after One Year, from the date of delivery / completion of work / supply.**
- 25. 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.**
26. COMSATS Institute of Information Technology, Lahore Campus reserves the rights to accept or reject the bid if;
- Received without earnest money
 - Received later than the date and time fixed for tender submission
 - The tender is unsigned/ unstamped
 - The offer is ambiguous
 - The offer is conditional

Signature & Stamp of Bidder



- 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.

27. 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.

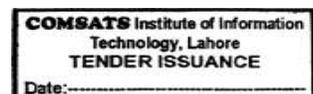
28. I/ We

- **Company / Vendor Name:**.....
- **Postal Address:**.....
- **Tel. / Mobile:**.....**Email:**.....
- **NTN# :**.....**GST#:**.....
- **Please also attach the Certificate supporting being Active Taxpayer as per requirement of FBR.**
- 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.

BoQs IT Support Services for Large Display Including SMD Display on Rental Basis and Procurement of Capture Cards, 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	P4 Indoor HD & Super Thin LED Display/screen required on for Four days (19th - 22nd March 2016) Specifications 1. P4 HD Indoor slim LED Display/screen. 2. Size required 10 X 20 ft. 3. Die cast aluminum cabinet indoor led display 4. High refresh rate, high grey level led display, High definition 5. No scan line, video no shaking. 6. With all services	2	Nos.			
2	Capture Card/Device: Black Magic ATEM Television Studio with MX light Licensed Software or Equivalent Specifications: Supported Resolution: 1366 x 768. Media Players: 2 Channels: Fill and key for each Media Player. Media Pool Still Image Capacity :20 with fill and key. Media Pool Still Image Format: PNG, TGA, BMP, GIF, JPEG and TIFF Number of Windows: 1 x 10	1	Nos.			

Signature & Stamp of Bidder



<p> Routable Windows: Fixed Routing Total Number of Layers :3 Upstream Keyers :1 Downstream Keyers:2 Linear/Luma Keyers: 3 Chroma Keyers: 1 Pattern Generators: 2 Color Generators: 2 Tally: Red for program and green for preview indication. Windows Source Labels: Yes Control Panel Compatibility: Includes ATEM Software Control Panel. Also compatible with ATEM 1 M/E Broadcast Panel and ATEM 2 M/E Broadcast Panel. Input Voltage: 12V-30V Power Usage: 20W Connections: Tally Output Added via Ethernet connection to Black Magic Design GPI Total Video Inputs: 6 Total Outputs: 6 SDI Video Input: 4 x 10-bit SD/HD switchable. 2 channel embedded audio. HDMI Video Input: 4 x HDMI type A, 10-bit SD/HD switchable. 2 channel embedded audio. Sync Input: Tri-Sync or Black burst Internal Frame Synchronizers: 6. All inputs. SDI Program Output: 2 x 10-bit SD/HD switchable HDMI Program Output :1 x HDMI type A, 10-bit SD/HD switchable SDI Audio Output: 2 Ch. embedded into SDI output. Audio Input: 1 x AES/EBU. Unbalanced via BNC connector. Computer Output: 1 x USB 2.0 H.264 encoded from program output. Media Express for Mac OS X and Windows included. Outputs per Multi-View :1 x HD-SDI and 1 x HDMI Control Panel Connection: Ethernet supports 10/100/1000 BaseT. Allows direct connection between panel and chassis, or via network. Standards: SD Format Support: 525/29.97 NTSC 4:3, 16:9, 625/25 PAL 4:3, 16:9 HD Format Support: 720p50, 59.94 & 1080i50, 59.94 SDI Compliance: SMPTE 259M, 292M. Video Sampling: 4:2:2 10-bit Color Precision: 4:2:2 10-bit Color Space: 4:2:2 YUV HDMI Input Resolutions for Computers: 720 x 480 59.94Hz, 720 x 576 50Hz, 1280 x 720 59.94Hz 50Hz and 1920 x 1080 59.94Hz 50Hz. Color space Conversion: Hardware based real time. Processing Delay :1 Line Audio Mixer: 7 input x 2 channel mixer. Selectable On/Off/Audio-Follow-Video. Level and Peak metering. Master gain control. Supported OS: Mac OS X 10.10 Yosemite, Mac OS X 10.11 El Capitan or later. Windows 8.1 64-bit or Windows 10 64-bit. Warranty: <u>Standard 1 Year warranty</u> Onsite Support/Services: Supplier will be bound to provide onsite support services in all respect. </p>				
--	--	--	--	--

Signature & Stamp of Bidder

Black Magic Mini Convertor Analog to SDI or Equivalent Able to convert HDMI to SDI in all SD and HD formats up to 1080p60! Audio can be embedded from HDMI, balanced analog or AES/EBU inputs. (Qty. 02 Nos.)					
Black Magic Mini Convertor HDMI to SDI or Equivalent Capable to convert analog component, s-video, NTSC/PAL composite to SDI video. Audio can be embedded from balanced analog or AES/EBU inputs. (Qty. 02 Nos.)					

Note:

- Purchase / Work order will be awarded on **Item wise** basis.
- Please quote the rates on our BoQs and clearly mention the quoted model / brands, otherwise your bid may be rejected.
- Multiple prices of an item may lead to rejection of the item / bid.