



COMSATS University Islamabad (CUI), Lahore Campus
Defence Road, Off Raiwind Road, Lahore

Tender No. CUI-LHR-TN-23-1639
 Case # 3687

Invitation to Bid

(Single Stage Two Envelope Procedure)

Lab Equipment for Labs of Electrical & Computer Engineering Department,
CUI-Lahore Campus



Invitation to Bid

*Lab Equipment, Lab Stool & Chairs for Labs of
Electrical & Computer Engineering Department*

COMSATS University Islamabad (CUI), Lahore Campus, a public sector University of Ministry of Science & Technology (MoST) invites sealed bids from the authorized distributors/suppliers registered with **Income Tax & GST department** and who are also on Active Tax Payers List (ATL) of FBR for "**Lab Equipment, Lab Stool & Chairs for Labs of Electrical & Computer Engineering Department**"

2) Bidding documents containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification/ rejection of bids, performance guarantee etc. are available for the interested bidders at "**Purchase Office, COMSATS University Islamabad (CUI), Lahore Campus, Defence Road, Off, Raiwind Road, Lahore**". Bidding documents can also be downloaded from the following link (<https://lahore.comsats.edu.pk/Offices/Procurement/Tenders.aspx>). Bids shall be submitted along with tender document's fee in the form of Pay Order / Demand Draft amounting **Rs. 2500/- (non-refundable) for each tender**. No bid shall be accepted without tender document fee.

3) The bids prepared in accordance with the instructions in the bidding documents must reach at "**Purchase Office, COMSATS University Islamabad (CUI), Lahore Campus, Defence Road, Off Raiwind Road, Lahore**" on or before **January 25, 2023 at 1400 hrs**. Bids will be opened on the same day at **1430 hrs**. This advertisement is also available on PPRA's website at www.ppra.org.pk. **PID(i)4177/22**



Deputy Registrar (Procurement)
COMSATS University Islamabad (CUI), Lahore Campus
 (A public sector University of Ministry of Science & Technology)
 Defence Road, Off Raiwind Road, Lahore.
 Ph: 042-111-001-007 (Ext: 875)
www.comsats.edu.pk

"SAY NO TO DRUGS"

Part: A GENERAL TERMS AND CONDITIONS

1. *All pages of bidding documents are mandatory to be signed / stamped, meaning thereby bidder agrees to our terms & conditions mentioned herein, failing which the bid may be rejected.*
2. *Any addition, deletion or modification of any clause of the procurement terms & conditions/BoQs of CUI-Lahore Campus by any vendor will not be acceptable and may lead to rejection of the bid.*
3. *Only registered Suppliers, who are on Active Taxpayers List (ATL) of FBR (GST & Income Tax), are eligible to participate in tender.*
4. The contract will be executed and handed over in satisfactory conditions up to the entire satisfaction of COMSATS University Islamabad, Lahore Campus.

5. Tender Fee & Earnest Money/CDR

- a. Documents along with Pay Order / Demand Draft amounting to **Rs.2,500/-** as a tender documents fee (Non-Refundable) shall be submitted in favor of COMSATS University Islamabad, Lahore to the address given below. No proposal/bid will be accepted without tender documents' fee.
- b. 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 University Islamabad, Lahore Campus", which shall be released after the completion of work / supply on submission of written request on firm / company letterhead. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal.
- c. **Kindly attach the Tender fee with Technical Bid and Bid money / CDR with Financial Bid.**

6. **COMSATS University Islamabad, Lahore Campus will retain 5% of the total value of the Invoice as security against items where warranty is required in our BoQs. The retention money will be released after the warranty period subject to a satisfactory report by the end user. The warranty period will be counted from the date of delivery/supply or installation (as the case may be).**
7. Part / Advance payments is not allowed.
8. **The exact completion/delivery time from the date of the purchase / work order will be 60 days. The handing over / completion time for this contract is of critical importance.**
9. Your bid proposal should be inclusive of freight and all taxes to be delivered at COMSATS University Islamabad, Lahore Campus's premises.
10. Multiple rates of an item may also lead to the rejection of bid / item.
11. After opening of bids, COMSATS University Islamabad, Lahore Campus will examine the bids for completeness as per tender document.
12. In case more than one bidder have quoted same rates for an item; the bidder securing more items (in terms of cost) will be awarded the specific item.
13. Purchase order (s) will be awarded to the lowest evaluated or technically recommended bidder (s) on the item wise basis according to the BoQs.

14. The bid should be submitted in a sealed envelope up to **January 25, 2023** on or before **1400hrs** and will be opened on the same date **at 1430hrs** in the presence of available bidders. In case of any holiday is announced by the Govt. OR any unforeseeable circumstances that prevent the tender from being opened on the date announced (Force Majeure Situation), the tenders will be opened on the very next working day. Timing will remain as mentioned in the tender notice.
15. COMSATS University Islamabad, Lahore Campus, will follow the PPRA rule of **single stage two envelope procedure**;
- i. The bid shall comprise a single package containing **two separate envelopes**. Each envelope shall contain separately the **financial proposal** and the **technical proposal**;
 - ii. The envelopes shall be marked as **“FINANCIAL PROPOSAL”** and **“TECHNICAL PROPOSAL”** in bold and legible letters to avoid confusion;
 - iii. Initially, only the envelope marked **“TECHNICAL PROPOSAL”** shall be opened;
 - iv. The envelope marked as **“FINANCIAL PROPOSAL”** shall be retained in the custody of the procuring agency without being opened;
 - v. The procuring agency shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements;
 - vi. During the technical evaluation no amendments in the technical proposal shall be permitted;
 - vii. The financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
 - viii. After the evaluation and approval of the technical proposal the procuring agency, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically nonresponsive shall be returned un-opened to the respective bidders;
 - ix. and
 - x. The bid found to be the lowest evaluated bid shall be accepted.
16. The envelope should be marked as under;
- Secretary, Purchase Committee**
COMSATS University Islamabad, Lahore Campus
 Defence Road, Off Raiwind Road, Lahore.
 Tel: 042-111-001-007, Ext: 875
17. The envelope shall also bear the word **“CONFIDENTIAL”** and following identification quotation of **“Lab Equipment for Labs of Electrical & Computer Engineering Department, CUI-Lahore Campus”**.
18. The bid form (BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.
19. **If the vendor fails to deliver the goods / services to COMSATS University Islamabad (CUI), Lahore Campus within the given deadline, any of the following can be opted by CUI Lahore campus on the recommendation of the end user and approval of the authority;**
- a. An extension in the delivery period may be granted in case a valid reason/justification with necessary documentary evidence is provided by the vendor supporting the reason for delay.
 - b. A penalty upto 10% of the invoice value may be charged.
 - c. Purchase order may be cancelled along with confiscation of earnest money if the vendor fails to deliver the goods / services after the initial or extended delivery time, as the case may be.
20. 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.

21. Any defective / sub-standard item (s) will be replaced by the bidder in same quoted cost. In case of failure to supply the specific item, CUI-Lahore may issue PO to next lowest bidder to supply the item while the difference of amount will be deducted from the 1st lowest bidder's earnest money.
22. Deduction of Income Tax and any other tax will be deducted at source according to Government prevailing rules.
23. Payment will be made as per PPRA rule on submission of Invoice in the name of "COMSATS University Islamabad, 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.
24. All prices should be quoted on F.O.R (Pak Rupees) inclusive of all applicable taxes.
25. All prices should be valid for at least **60 days**. Withdrawal or any modification of the original offer within the validity period shall entitle CUI- Lahore to forfeit the earnest money in favor of the CUI-Lahore and / or put a ban on such vendor participation in tenders / works.
26. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
27. In case of any dispute or grievance, the matter shall be addressed as per PPRA rules.
28. The CUI-Lahore Campus reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
29. The prices / cost will be considered as inclusive of all applicable taxes.
30. CUI-Lahore Campus shall disqualify any firm(s), if at any stage; it finds that the information submitted, or documents provided are inaccurate, fake, ambiguous or incomplete.
31. COMSATS University Islamabad, Lahore Campus reserves the rights to accept or reject the bid if;
 - 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.
32. 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.
33. The undersigned affirm that the terms and conditions as contained in this document have been read and accepted and that in the event of selection of my/our rate the agreement in the prescribed form will be entered into:
 - **Company / Vendor Name:**.....
 - **Postal Address:**.....
 - **Tel. / Mobile:**.....**Email:**.....
 - **NTN# :**.....**GST#:**.....
 - **Signature:**

Please also attach the Certificate supporting being Active Taxpayer as per requirement of FBR.

Part: B. BoQs of Lab Equipment for Labs of Electrical & Computer Engineering Department, CUI-Lahore Campus

Technical Portion (Please mention the quoted model/ brand/item in technical portion with no mention of price otherwise the bid will be rejected)

| No change in the BoQs (Specs & Qty.) of CUI-Lahore Campus, as detailed below, is allowed. Any additional information may be mentioned in the blank columns (i.e. model / brand or Price). Any modification in CUI-Lahore Campus BoQ may lead to rejection of bid (fully or partially). | | Please mention the Quoted Model / Brand with meeting the all specifications mentioned in BoQs | |
|--|--|---|------|
| Sr. # | Item Name & Specifications | Qty | |
| Electronics Lab | | | |
| 1 | <p><u>Function Generators</u> DDS Technology and FPGA Design Frequency Range: 0.1Hz ~ 3MHz High Frequency Accuracy: 20ppm High Frequency Stability: 20ppm Max Frequency Low Distortion Sine Wave: -55dBc 0.1Hz ~ 200kHz Resolution: 100 mHz Output Function: Sine, Square, Triangle, TTL Impedance: 50 Ω \pm 10% Duty Control Range: 25% ~ 75% below 1MHz (for square wave only) Display: 6-digit LED display ACCESSORIES: GTL-101 1, User manual 1, Power cord GW Instek SFG-1003 or equivalent One Year Warranty</p> | 4 | Nos. |
| 2 | <p><u>Regulated DC Power Supply</u> Dual Output voltage 0-30V Dual output current 0~5A Display: 3digit voltage and current display 0 to Descripted Continuously Variable Fixed output: 5V/2A fixed output Line Power Supply: 220V\pm10% 50/60Hz (Alterable if needed :110\pm10%50/60Hz) 0 to Descripted Continuously Variable Stability: Voltage: \leq0.01%+2mV Load: \leq0.0%+2mV Ripple & Noise: \leq1MVRMSefficient Temperature Factor: \leq300PPM/oC MCH-305D-II or equivalent One Yar Warranty</p> | 2 | Nos. |

| | | | | |
|---|--|----|------|--|
| 3 | <p><u>Universal Lab Trainer DC Power Supplies Module</u> Fixed Output: +5V/1A, +12V/0.5A, -12V/0.5A Variable Output: +0V ~ +24V/1A, -0V ~ 24V/1A All power supplies are short circuit protected AC Power Supplies Module: 19V-15V-9V-0V-9V-15V-19V ETS-7000A or equivalent One Year Warranty</p> | 3 | Nos. | |
| Power/Industrial Electronics Lab | | | | |
| 4 | <p><u>Power Supply Unit</u> Make: Elettronica Veneta Model: PS1-PSU/EV or equivalent The supplied voltages are: - Output S1: +30 Vdc – 4A Rectified, filtered voltage protected with fuse. Voltage indicator LED. - Output S2: 24 Vac – 4A Protection with fuse. Voltage indicator LED. - Output S3: +5 Vdc – 2A - Output S4: +12 Vdc – 2A, -12 Vdc – 1A Regulated voltage, electronically protected from shortcircuits and overloads. Voltage indicator LED. - Output S5: 1.3 Vdc – 24 Vdc, 1A Regulated voltage, electronically protected from shortcircuits and overloads. Voltage indicator LED. Output on DIN connector: 24 Vac – 0 – 24 Vac, 0.5A Voltage protected with fuse (Outputs S1 and S2 supply 4 A separately and 2 A if used simultaneously) Power supply: 230 Vac 50 Hz single-phase - 200 VA (Other voltage and frequency under request) One Year Warranty</p> | 5 | Nos. | |
| Electric Machine Lab | | | | |
| 5 | <p><u>Techo Meter</u> Measurement 10 to 10000RPM Range selection 10 to 10000 Best accuracy 0.04% Display 99999 counts Target Distance 50mm to 200mm Low Battery 4.8V LCD Display size 53*41mm Unit-UT371 or equivalent One Year warranty</p> | 10 | Nos. | |

| RTES / CA / DSD Lab | | | | |
|----------------------------|---|-----------|-------------|--|
| 6 | <p><u>Altera DE2 115 Cyclone IV E FPGA Boards or equivalent</u> Components & Interface: Audio Iomic, Expansion, Generic, HSMC, Industry Standard, Ethernet, PS2, RS232, USB Device, Video, Composite Input, VGA Output board feature: General User IO: 7 Segment Display, LED, Push Button, Slider Switch Terasic or equivalent One Year warranty</p> | 10 | Nos. | |
| 7 | <p><u>Raspberry Pi 4</u> Model B-4 GB RAM or equivalent 4 GB RAM (with Accessories / Starter Kit including HDMI Cable, adapter, SD Card 16 GB One Year Warranty</p> | 10 | Nos. | |
| 8 | <p><u>Raspberry Pi Camera</u> Module V2 or equivalent 8 Megapixels</p>  | 12 | Nos. | |

Part C: Bid Evaluation Criteria

All bids shall be evaluated in accordance with the following evaluation criteria and other terms & conditions set forth in this bidding document.

- 1. Please submit the technical and financial bid (rates) on our prescribed BoQs Form with complete terms and conditions signed & stamped, otherwise your bid (s) may be rejected.**
- 2. Brand name / model must be mentioned against items where required failing which the bid / item (s) may be rejected. Manufacturing origin can only be accepted against items where mentioned specifically in the BoQ form.**
- 3. Supporting literature of the quoted model must be attached (where available/required) for perusal of CUI Lahore to technically assess that the quoted item meet the required specifications and other conditions of our BoQs / tender document.**
- 4. The bids shall be evaluated to strictly ensure that the quoted brand/ model/ item meet all the BoQ/ specification requirements given in the tender document for each item.**
- 5. In addition to the BoQ requirements, vendors must meet the vendor qualification criteria /company profile requirements (if any), as set forth in this tender document.**

6. Bidders are requested to quote genuine / quality products without compromising on quality. The supplied products shall be inspected by our technical experts with respect to BoQs requirements and quality standards.

Part D: Financial Portion

(Price and Brand/Model/Item to be mention only in Financial Proposal in a separate sealed envelope) Strictly on our BoQs Form.

| <p>Vendors are required to provide both unit and total price of each item and calculations must be made carefully to avoid mistakes. However, in case, total price does not match with the unit price and quantity due to calculation error or typo error, any of the following can be opted</p> <ol style="list-style-type: none"> 1. The bid may be rejected on the reason of ambiguity (OR) 2. Unit price will be considered as final and total price of the respective item will be calculated by multiplying it with the quantity required. Sub-totals and grand total will also be corrected accordingly | | | | | | |
|--|--|-----|------|---|------------------|-------------------|
| <p>No change in the BoQs (Specs & Qty.) of CUI-Lahore Campus, as detailed below, is allowed. Any additional information may be mentioned in the blank columns (i.e. model / brand or Price). Any modification in CUI-Lahore Campus BoQ may lead to rejection</p> | | | | <p>Rates to be quoted inclusive of all (applicable) taxes</p> | | |
| Sr. # | Item Name & Specifications | Qty | | Quoted Model / Brand | Unit Price (Rs.) | Total Price (Rs.) |
| Electronics Lab | | | | | | |
| 1 | <p><u>Function Generators</u> DDS Technology and FPGA Design Frequency Range: 0.1Hz ~ 3MHz High Frequency Accuracy: 20ppm High Frequency Stability: 20ppm Max Frequency Low Distortion Sine Wave: -55dBc 0.1Hz ~ 200kHz Resolution: 100 mHz Output Function: Sine, Square, Triangle, TTL Impedance: 50 Ω \pm 10% Duty Control Range: 25% ~ 75% below 1MHz (for square wave only) Display: 6-digit LED display ACCESSORIES: GTL-101 1, User manual 1, Power cord GW Instek SFG-1003 or equivalent One Year Warranty</p> | 4 | Nos. | | | |

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| 8 | <p><u>Raspberry Pi Camera</u> Module V2 or equivalent 8 Megapixels</p>  | 12 | Nos. | | | |