

COMSATS Institute of Information Technology

Lahore Campus, Defence Road, Off Raiwind Road, Lahore

Case # 1173

Tender No: CIIT-TN-13-14-433

<u>TERMS AND CONDITIONS</u> [<u>All pages (BoQs & Terms & Conditions) are mandatory to be signed /</u> 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 <u>Rs. 500/-</u> 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. 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.
- 5. The exact completion/delivery time from the date of the purchase / work order will be <u>30 days</u>. The handing over / completion time for this contract is of critical importance.
- 6. Your bid proposal should be inclusive of freight and all taxes delivered at COMSATS Institute of Information Technology, Lahore Campus's premises.
- 7. After opening of bids COMSATS Institute of Information Technology, Lahore Campus will examine the bids for completeness as per tender document.
- 8. 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.
- 9. Bidders who do not qualify cannot challenge the finding of the evaluation or ask for reason of disqualification.
- 10. The bid should be submitted in a sealed envelope up to <u>October 29, 2014</u> on or before <u>1430 hrs</u> and will be opened on the same date <u>at 1500 hrs</u> in the presence of available bidders.
- 11. 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

- 12. The envelope shall also bear the word "CONFIDENTIAL" and following identification quotation of
- 13. UPS 05 KVA for IRCBM Department, CIIT-Lahore".
- 14. The bid form (Annex-I/BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.

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Signature of Contractor with Stamp

- 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 will be cancelled, earnest money and payment will 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 <u>60 days.</u> 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. Warranty will be on the part of supplier, as per following after the completion of supply /work:

٠	UPS	Warranty 01Year
٠	Dry Batteries	Warranty Six Months

- 24. <u>05%</u> of the total value of the Invoice will be retained as per above mentioned warranty period as security by COMSATS Institute of Information Technology, Lahore Campus, and will be released after the completion of warranty period, which will start from the date of completion of work.
- 25. The bidder is required to furnish in form of <u>Bank deposit / CDR / Pay order equivalent to 2% of</u> the total Bid price as Earnest Money crossed in favor of "COMSATS Institute of Information <u>Technology, Lahore Campus</u>". 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 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.

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27. 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.

I / We

•	<u>Company / Vendor</u>
	Name:
•	Postal Address:
•	Tel. /Mobile:Email:
•	NTN# :GST#:
the	undersigned certify that the terms and conditions as contained in the documents vise, "Terms
anc	d Conditions for Tender Notice of COMSATS Institute of Information Technology, Lahore are
acc	repted and that in the event of selection of my/our rate the agreement in the prescribed form will

be entered into.

COMSATS Institute of Information Technology, Lahore TENDER ISSUANCE Date:-----

BoQs of UPS 05 KVA for IRCBM Department-CIIT Lahore

#	Item Name	Details/Specifications	Have you facilitate d/provid ed this in your offer?		Qty	Rate to be Quoted in Pak Rupees inclusive of all taxes		
			Yes	No		Quoted Brand/ Make/ Model	Unit Price (Rs)	Total Price (Rs)
		Capacity: 5kVA						
		Backup = 1.0-1.5 Hours on full load						
		4Dry Batteries of 100 AH with 1.0-1.5 Hours back up at maximum load						
		DC Voltage: 48V DC						
		UPS type= Line interactive						
	UPS 05 KVA with Dry Batteries	Input voltage = 220V ± 25%						
		Voltage Range: 165-275 V AC			01 No			
		Input frequency = 50 Hz/60Hz ±						
		Output frequency = 50/60Hz ± 0.5%						
		Output voltage = 220 ± 6%						
1		Output Power Factor: 0.6						
		Transfer Time: 4 seconds (main power supply fails or restore)						
		Features						
		Pure Sine-Wave						
		Built-In stabilizer						
		Load Indicator						
		Battery overvoltage protection						
		Faulty Mains Protection						
		Built-In Voltmeter						
		Charging /malfunctioning warning Page 4 of 5						
		Surge Protection		<u>Signa</u>	ture of	Contractor v	vith Stamp	

Over-Temperature Protection			
Low-Battery Indication			
Overload Indication			
Over-discharge protection			
Overload-trip indication			
Audible Alarm on Low battery			
Battery charging/charged indicator			
Audible indicator on change-over			
Over temperature trip indicator			
Main Volatge Indicator			
One year Warranty for UPS			
Six Months Warranty for Dry Batteries			

Note:

• Kindly tick/mark the Yes/No Column on our prescribed BoQs, do not use your own letter head. Otherwise your bid/tender will be rejected.

COMS	ATS Institute of Information
1	Technology, Lahore
T	ENDER ISSUANCE
Date:	