

**COMSATS University Islamabad, Lahore Campus****Purchase Section**

Date: June 02, 2023

Case # 3775

**BoQs of Electric Items for New IRCBM Department, CUI-Lahore Campus**

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:

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

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).

Rate to be quoted Inclusive of all (applicable) Taxes

Sr . #	Item Name & Specification	Qty.	Rate to be quoted Inclusive of all (applicable) Taxes			
			Quoted Model / Brand	Unit Price (Rs.)	Total Amount (Rs.)	
1	SMD Down Light 12 Watt Square type with Open Surface fitting with one year warranty	Philips or equivalent	Nos	70		
2	Light Plug Multi with Box	AKAI or equivalent	Nos.	70		
3	Switch Button on / off	KM or equivalent	Nos.	36		
4	Cable 3/0.29 single core copper (90 Meter = 01 Coil)	GM or equivalent	Coil	3		
5	Cable 7/0.36 single core copper (90 Meter = 01 Coil)	GM or equivalent	Coil	2		
6	Dimmer (Piano Type)	Ittefaq or equivalent	Nos	12		
7	Power Plug Heavy Porcelien Base with Box	Ittefaq or equivalent	Nos	8		
8	PVC Duct 16mm x 25mm	Adamjee or equivalent	Length	20		

**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 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.

**Signature of Contractor with Stamp**

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 required to quote Genuine A+ quality products / services as copy and low-quality products / services shall not be accepted and the bidder will be responsible to replace the items / job which are not found as per the required quality standard.***
7. **Multiple rates of an item may also lead to the rejection of bid / item.**

**Signature & Stamp of the Bidder**

### **GENERAL 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 COMSATS University Islamabad, Lahore Campus by any vendor will not be acceptable and may lead to rejection of the bid.**
2. Part / Advance payments is not allowed.
3. The exact completion / delivery time from the date of the purchase / work order will be **07 days**. The handing over / completion time for this contract is of critical importance.
4. Your bid proposal should be in Pak Rupees inclusive of all applicable taxes and freight charges to be delivered at COMSATS University Islamabad, Lahore Campus's premises
5. 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.
6. **Purchase / work order shall be awarded to evaluated lowest bidder (s) on item wise basis as mentioned in BoQs.**
7. The quotation should be submitted in a sealed envelope.
8. The envelope shall also bear the word "**CONFIDENTIAL**" and the title of procurement of "**Electric Items for New IRCBM Department**"  
 Secretary Purchase Committee  
 COMSATS University Islamabad, Lahore Campus  
 Defence Road, Off Raiwind Road, Lahore.  
 Tel: 042-111-001-007, Ext: 875
9. Payment will be made 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 and installation, and COMSATS Lahore acceptance / inspection thereof.
10. All prices should be **valid for at least 20 days**.
11. In case of any dispute or grievance, the matter shall be addressed as per PPRA rules.

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**12. 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 warning letter, if the vendor fails to deliver the goods / services after the initial or extended delivery time, as the case may be.

**13.** The bid should be submitted in a sealed and stamped envelope up to **June 07, 2023 before 1400 Hrs** and will be opened on the same date at **1430 Hrs** 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 Majure Situation), the tenders will be opened on the very next working day. Timing will remain as mentioned in the tender notice.

**14.** 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.

**15.** The COMSATS University Islamabad, Lahore Campus reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.

**16.** 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:** .....

**Signature of Contractor with Stamp**