

TENDER DOCUMENT



Supply of Machine accessories, Tools & Consumable Items - MED Labs

(Single stage - Single Envelopes basis)

**COMSATS University Islamabad Wah Campus
G.T. Road, Wah Cantt
Land Lines - 051-4534200-2
Fax 051-4546850**

Invitation to Bid

Single Stage Single Envelope basis

1. COMSATS University Islamabad (CUI), Wah Campus invites sealed bids from the original manufactures or their authorized distributors registered with income Tax and Sales Tax Departments for Supply of Machine accessories , Tools & Consumable Items - MED Labs
2. Only registered manufacture who are on active taxpayers list (ATL) of FBR are eligible to supply goods/services to Government departments.
3. Bidding documents, which are 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 “Procurement Office Admin Block, CUI Wah Campus”, at price of **Rs. 1,000/-** This amount shall be paid in shape of pay order/DD in favor of COMSATS University Islamabad (CUI), Wah Campus. No bid will be accepted without tender documents’ fee. Tender document may be down loaded from PPRA Website and document price money (DD / Pay order) may be attached with documents once deposit
4. The bids, prepared in accordance with instructions in the bidding document, must reach at Procurement Office Admin Block CUI Wah Campus on **21-02-2022 at 11:00 am.**(The Tender document will not be received after 11:00 am). Bids will be opened the same day at 11:30 am.



Incharge Purchase Section
COMSATS University Islamabad
Wah Campus
G.T. Road, Wah Cantt
Tel: 051-4534200-2, Fax: 051-4546850



COMSATS University Islamabad
Wah Campus, G. T. Road, Wah Cantt

**Subject: Supply of Machine accessories , Tools & Consumable Items - MED Labs.
Single Stage Single Envelop Basis.**

TERMS AND CONDITIONS

**All pages of the Tender Document are mandatory to be
Stamped and signed, failing which the bid may be rejected.**

1. Any addition, deletion or modification of any clause of the procurement terms & conditions of CUI-Wah Campus 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. Documents along with Pay Order / Demand Draft amounting to Rs. 1,000/- as a Tender Documents Fee (Nonrefundable) shall be submitted in favor of COMSATS University Islamabad, Wah Campus to the address given at S.No 22 below. No bid will be accepted without tender documents' fee.
4. Part / Advance payments is not allowed.
5. The exact completion/delivery date of the consignment from the date of issue of the Purchase / Work Order, will be as shown in Purchase Order.
6. Your bid proposal should be inclusive of freight charges and all other applicable taxes and the items will be delivered at COMSATS University Islamabad, Wah Campus. **Quotes will be made on BOQ attached with tender document and not on firm pad and grand total of the quoted amount will be shown at the end of BOQ.**
7. After opening of bids, COMSATS University Islamabad, Wah Campus will examine the bids for completeness as per tender document.
NOTE : Before quoting, samples may be seen and for the purpose, **Mr Shahnawaz (cell: 0321-5097585)** from Mechanical Engineering department may be consulted.
8. Purchase order (s) will be awarded to the lowest or technically recommended bidder (s) on the basis of **Item Wise , Subtotal Wise or Grand Total Wise** according to the nature of BoQs items or as convenient to CUIW.
9. Bidders could not challenge the findings of the Evaluation Committee or ask for reason of disqualification.
10. **The bid should be submitted in a sealed envelope up to 11:00 hrs on 21-February-2022 and will be opened by Purchase Committee on the same date at 1130hrs in the presence of available bidders or their representatives.**
11. The Bid Form (BoQ attached with Tender Document) should be filled in, stamped and signed by the authorized representative of the bidder. Bid/Quotations on firm's pad will not be acceptable.

12. If the vendor fails to deliver the goods / services to **CUI-Wah Campus** in time then the penalty will be charged as under:-
- 1% of the invoice price for 1st week
 - 2% of the invoice price for further 2 weeks.
 - If the vendor fails to deliver the goods / services during the extended period then the purchase / work order may be cancelled and earnest money may also be forfeited.
13. If the delivered goods / services are not according to the required quality, standards / specifications, the same shall be liable to be rejected by inspecting body. The vendor would be required to replace the same as per requirements mentioned in our BoQ, at his risk & cost failing which Purchase Order may be cancelled after due date with confiscation of earnest money.
14. Deduction of Income Tax and any other applicable taxes will be deducted at source according to Government prevailing rules.
15. Payment will be made on submission of Invoice in the name of “COMSATS University Islamabad, Wah Campus” with Delivery Challan (s) after the complete order has been supplied, inspected and accepted.
16. All prices should be quoted in Pak Rupees and on F.O.R basis.
17. 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-Wah Campus** to forfeit the earnest money and / or put a ban on such vendor for futures participation in **CUI-Wah Campus** tenders / works.
18. In case of any dispute, decision of the Director, **CUI-Wah Campus** will be final and binding upon the parties.
19. The **CUI-Wah Campus** reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
20. 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 in favor of “**Comsats University Islamabad, Wah Campus**”. Any bid not accompanied by Earnest Money shall be rejected without any right of appeal.
21. COMSATS University Islamabad, Wah 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, with cutting , erasing or over writing.
 - The offer is conditional
 - Offer is made by the unauthorized agent/ supplier of the original equipment manufacturer.
 - The offer is from a firm, which is black listed by any Govt. Office.
 - The offer is received by telephone/telex/fax/telegram.
22. The envelope should **bear the word “CONFIDENTIAL”, Tender No and Tender name (i.e) Supply of Machine accessories , Tools & Consumable Items - MED Labs** and should be addressed as under

Purchase Section
COMSATS University Islamabad, Wah Campus
G.T. Road, Wah Cantt. Ph# 051-4534200-2,
Ext: 219 Fax# 051-4546850

BOQ

Machine Shop Tools & Accessories						
Sr No	Item Disc	Description	Qty	A/U	Unit Price with Taxes	Total Price with Taxes
1	HSS Lathe Form Tools-8 Pc. Set	As per Sample	2	Nos		
2	Face Milling Cutter with Insert Indexable	As per Sample	2	Nos		
Fitting Shop Tools & Accessories						
3	Digital dial indicator	As per Sample	2	Nos		
4	Screw Type Lift Table	As per Sample	1	Nos		
5	INGCO Hack Saw Frame (12 inches)	As per Sample	10	Nos		
6	File knife edge 6"	As per Sample	20	Nos		
7	Counter Bore drill (4mm to 12mm)	As per Sample	5	Nos		
8	Adjustable Reamer	As per Sample	5	Nos		
Carpentry Shop Tools & Accessories						
9	Trammel set with steel points (12 inches)	As per Sample	5	Nos		
10	Combination Plough Plane	As per Sample	2	Nos		
11	Router Plane	As per Sample	2	Nos		
Welding Shop Tools & Accessories						
12	Sandpaper 3000 grit	As per Sample	2	Boxes		
13	Sandpaper 7000 grit	As per Sample	2	Boxes		
14	Square Welding Magnets Holder Specification Neodymium	As per Sample	10	Nos		
Foundry Shop Tools & Accessories						
15	Aluminum scrap for foundry kg	As per Sample	30	Kg		
16	Infrared thermometer foundry temperature gun temperature range -55 °C to 2100 °C	As per Sample	2	Nos		
Sheet metal Shop Tools & Accessories						
17	Manual Beading Bending Machine	As per Sample	1	Nos		
18	Manual Universal Swaging Machine	As per Sample	1	Nos		
19	Manual Sheet Rolling Machine	As per Sample	1	Nos		
20	Manual Sheet metal grooving Machine	As per Sample	1	Nos		
21	Mini Rotary Metal Cutting Shear	As per Sample	1	Nos		
22	Manual Sheet Metal Hand Corner Notching Machine	As per Sample	1	Nos		
23	Manual Fly Press Machine	As per Sample	1	Nos		
24	Manual Pipe Bending Machine	As per Sample	1	Nos		
25	Galvanized Iron flat sheets (32 & 30 Gauges) Size of Sheet (length 50 feet each)	As per Sample	300	Ft		
26	Hand Operated Sheet Metal Nibbler	As per Sample	3	Nos		

Total _____