TENDER NOTICE

COMSATS Institute of Information Technology (CIIT) Islamabad, a public sector educational institute, invites you to quote for providing & Installation of Generators for Academic Block III, Workshop, BIC CIIT Campus, Chak Shahzad, Islamabad

2. The bids comprise a single package containing two separate sealed envelopes are required to be delivered at CIIT Islamabad latest by 11:00 hours on 19-June-2014. Tenders will be opened on same date at 11:30 hours in the presence of bidders who desire to attend. Each envelope shall contain separately the financial proposal and the technical proposal. The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion. Initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened. The envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of the CIIT without being opened. The financial proposals of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders later on.

3. Sealed tenders addressed to the Purchase Officer, COMSATS Institute of Information Technology, Park Road, Chak Shahzad Islamabad may be dropped in person or mailed through courier, registered post; but it must be ensured that the same reaches our office well in time as late offers will not be considered. Separate sealed technical and financial bids may be placed in main envelope and envelope should be clearly marked with the following information;

- Tender No. : CIIT/PS/GEN-SET/06-2014
- Due Date : 19-June-2014
- Offer : Technical and Financial (Separate Envelopes)
- Bid Mode : FOR

4. No offer of a firm/authorized agent will be considered if:-

a. Received technical and financial bids in single envelope
b. Received without or deficient of security money/Earnest Money and required documents/information.
c. Received later than the date and time fixed for tender submission
d. The tender is unsigned/unstamped
e. The offer is ambiguous
f. The offer is conditional
g. Offer is made by the unauthorized agent of the firm/company.
h. The offer is from a firm which is black listed, by any Govt. Office.
i. The offer is received by telephone/telex/fax/telegram.
j. Any unsigned/ambiguous erasing, cutting/overwriting etc. is made

5. Those firms are not eligible to participate in the tender whose delivery of stores are pending/delayed for the five months or more or their previous performance is not satisfactory, against any CIIT purchase order.

Stamp & Signature of Client

Stamp & Signature of Contractor
6. Incomplete and Conditional bids may be liable for rejection.

7. CIIT reserves the right to increase / decrease the quantity as per requirement.

8. CIIT is authorized to accept or reject part or whole of the tender any time prior to the acceptance of the tender. The unsuccessful Bidder(s) participating in the tender shall be informed the reason(s) for the rejection of their bid, however CIIT shall not be liable to justify those reasons.

Purchase Officer
COMSATS Institute of Information Technology,
Park Road, Islamabad