



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

CUI-LHR-TN-26-1910

Invitation to Bid
For Procurement of

**4631-18653-Spare Parts for Services of Air Conditioners for CUI
Lahore Campus**

Category of procurement	Goods
Procurement Method/ Procedure	Open Competitive Bidding/ <u>Single Stage One Envelope Procedure</u>
Submission Type	By Uploading File on PPRA EPADS
Tender Fee	<u>Rs. 1,500/-</u> as per clause # 5 & 6 <i>also email the Scan Tender Fee Draft only on emails; asifullah@cuilahore.edu.pk, mshahid@cuilahore.edu.pk, sumairamunir@cuilahore.edu.pk</i>
Bid Security Amount	<u>Rs.20,000 /-</u> as per clause # 5 & 6 <i>also email the Scan CDR Draft only on emails; asifullah@cuilahore.edu.pk, mshahid@cuilahore.edu.pk, sumairamunir@cuilahore.edu.pk</i>
Bid Closing date/ time	<u>May 04, 2026, 1400 hrs</u> (Bids will be opened after 30 minutes)
Bid Validity days/ Date	90 Days
Delivery days (after PO issuance)	15 Days
Decision Criteria for awarding of contract / PO	Item wise basis
COMSATS University Islamabad, Lahore Campus, Tax Free Number (TFN)	9013701-9
Retention Money against warranty items (applicable or not applicable)	N. A

Part: A GENERAL TERMS AND CONDITIONS

- 1. All pages of bidding documents are mandatory to be signed / stamped before uploading at EPADS, 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.*

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4. The contract will be executed and handed over in satisfactory conditions up to the entire satisfaction of COMSATS University Islamabad, Lahore Campus.
5. *The bidder is required to furnish tender fee (non-refundable) and earnest money in form of Bank deposit/ CDR / Pay order crossed in favor of “COMSATS University Islamabad, Lahore Campus”.*
6. *Bidders are advised to upload scan copy of bank instruments (tender fee and earnest money) at PPRA EPADS along with their respective bid. However, original bank instruments must be submitted before closing time of the tender. Any bid not accompanied with earnest money or tender fee shall be rejected without any right of appeal.*
7. *CUI-Lahore Campus will retain the 5 % amount, at the time of release of payment, 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).*
8. Part / Advance payments is not allowed.
9. Your bid proposal should be **on F.O.R (Pak Rupees) inclusive of all applicable taxes and freight** to be delivered at COMSATS University Islamabad, Lahore Campus’s premises.
10. 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.
11. After opening of bids, COMSATS University Islamabad, Lahore Campus will examine the bids for completeness as per tender document.
12. Multiple rates of an item may also lead to the rejection of bid / item.
13. 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.
14. The bid form (BoQs) must be duly filled in, stamped and signed by the authorized representative of the bidder.
15. 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.
16. Applicable Income tax and GST will be deducted at source/as per rules. In case of exemption, please mention and attach the proper documentation duly verified from the concerned tax authorities/FBR; however, CUI will be final authority to accept or reject the exemption certificate. In case of rejection, CUI will deduct all applicable taxes as per tax rate. CUI will provide a certificate of tax deduction and the vendor may claim refunds from Tax Authorities/FBR.
17. **If the vendor fails to deliver the goods / services to COMSATS University Islamabad (CUI), Lahore Campus within the given deadline, following action may be taken by CUI Lahore Campus**
 - a. A late delivery charge of **1% of the total amount of the undelivered item** will be imposed for each day the delivery is delayed after the Purchase Order (PO) deadline.

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- b. Once the penalty reaches the 10% maximum, the **PO may be cancelled**, and the **Call Deposit Receipt (CDR) / Earnest Money** will be confiscated.
- 18. 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.
- 19. 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.
- 20. 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.
- 21. It is the sole responsibility of the agent / supplier / manufacturer to comply with the applicable laws, be national or international.
- 22. In case of any dispute or grievance, the matter shall be addressed as per PPRA rules.
- 23. The CUI-Lahore Campus reserves the right to modify the quantities of goods / services at any time before the award of purchase / work order.
- 24. 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.
- 25. COMSATS University Islamabad, Lahore Campus reserves the right to reject the bid if;
 - i. Received without earnest money and tender fee,
 - ii. The tender is unsigned/ unstamped
 - iii. The offer is ambiguous
 - iv. The offer is conditional
 - v. **The offer is from a firm, either which is black listed OR the firm / company is involved in litigation with Procuring Agency**
 - vi. The offer is received by telephone/telex/fax/telegram.
 - vii. Any unsigned / ambiguous erasing, cutting / overwriting etc. is made.
- 26. **Please also submit the affidavit that the neither company/firm is blacklisted nor involved in the litigation with Procuring Agency.**
- 27. CUI Lahore can initiate blacklisting proceedings against the bidder for irregularities or violations committed during bidding and contract execution. The blacklisting proceedings will be initiated in line with the reasons and mechanism for blacklisting and debarment as mentioned in PPRA SRO 460 (I)/ 2024 dated 28th March 2024.
- 28. 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#**:.....**PGST#**:.....
- **Signature**:

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

Part B: BoQs of required item (s):

Vendors must provide both the unit and total price of each item and calculations must be made carefully to avoid mistakes. However, in case, the total price does not match the unit price and quantity due to a 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 the total price of the respective item will be calculated by multiplying it by the quantity required. Sub-totals and grand totals will also be corrected accordingly							
Note:							
<i>Bidders are required to quote the rates for the quantities / measurement unit mentioned in our BoQ. It is strictly advised that no change in quantity/ measurement unit due to different packing size may be made/ written by the vendor while quoting the price. In case, vendor has some different packing size, the same may be converted /calculated as per our required quantity unit/packing size failing which bid/ item may be rejected.</i>							
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 the rejection of the bid (fully or partially).					Rates to be quoted inclusive of all (applicable) taxes		
Sr. #	Item Name & Specifications		Qty.		Quoted Model / Brand	Unit Price (Rs.)	Total Amount (Rs.)
1	<u>Supplying of 1/4" copper service valve</u> manufactured from high-quality 22-gauge copper, ensuring leak-proof fitting and stable pressure performance. Valve shall be corrosion-resistant and provided complete with brass flare nut and sealing caps.	FAJ Trading or equivalent	Nos	15			
2	<u>Supplying of 3/8" copper service valve</u> made from premium 22-gauge copper with strong pressure endurance and reliable sealing for split AC units. Item shall include brass flare nut and protective sealing caps.	FAJ Trading or equivalent	Nos	15			
3	<u>Supplying of 1/2" copper service valve</u> fabricated from durable 22-gauge copper, suitable for suction line connection with high mechanical strength. Valve shall be delivered complete with brass flare nut and sealing caps.	FAJ Trading or equivalent	Nos	15			
4	<u>Supplying of 5/8" copper service valve</u> of thick 22-gauge copper construction, designed for high-pressure AC applications with long-life durability. Item shall come complete with brass flare nut and sealing cap	FAJ Trading or equivalent	Nos	15			

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5	Supplying of 3/4" copper service valve made from heavy 22-gauge copper, providing reliable sealing and strong operational stability for larger AC systems. Item shall be supplied complete with brass flare nut and sealing caps.	FAJ Trading or equivalent	Nos	15			
6	Supplying of 1/4" gauge 22 seamless refrigeration grade copper pipe manufactured as per ASTM B280 standard, soft annealed temper, dehydrated and nitrogen charged for maximum cleanliness. Pipe shall ensure high pressure resistance and leak-free performance in AC & refrigeration systems.	USA or equivalent	Coil	1			
7	Supplying of 1/2" gauge 22 seamless ACR copper pipe conforming to ASTM B280, soft annealed coil form, cleaned, dehydrated and nitrogen filled. Pipe shall provide excellent corrosion resistance and suitability for both liquid and suction lines in split AC units.	USA or equivalent	Coil	1			
8	Supplying of 3/8" gauge 22 seamless refrigeration copper tubing as per ASTM B280 standard, annealed temper with high purity. Item shall be nitrogen charged and suitable for high-pressure refrigerant lines with long-term durability.	USA or equivalent	Coil	1			-
9	Supplying of 5/8" gauge 22 seamless copper pipe for air conditioning and refrigeration service, ASTM B280 compliant, soft annealed and dehydrated. Pipe shall offer superior pressure handling and cleanliness for reliable AC installation.	USA or equivalent	Coil	1			
10	Supplying of 3/4" gauge 22 seamless refrigeration grade copper pipe manufactured to ASTM B280, annealed temper, nitrogen charged for internal protection. Item shall ensure high flow capacity and leak-proof performance in larger AC systems	USA or equivalent	Coil	1			
11	Supplying of high purity solid copper rod (99.9% electrolytic copper) suitable for brazing, fabrication and earthing works in HVAC installations. Rod shall provide excellent conductivity and durability	USA or equivalent	Kg	3			

12	<u>Supplying of 50 µF motor run capacitor,</u> round metal case type, rated 370V/440V AC, 50/60 Hz. Capacitor shall be UL certified, protected against short circuit, with operating temperature range -40°C to +90°C for reliable AC fan/compressor performance.	Amber or equivalent	Nos	35			
13	<u>Supplying of 3.5 µF motor run capacitor</u> rated 370V/440V AC with metal case construction. Item shall be UL approved, short-circuit protected and suitable for fan motors in split air conditioners.	Amber or equivalent	Nos	12			
14	<u>Supplying of 60 µF run capacitor,</u> 370V/440V AC rated, round metal can type. Capacitor shall offer high temperature resistance and long-life performance in AC units.	Amber or equivalent	Nos	20			-
15	<u>Supplying of 45 µF round (H Model) run capacitor</u> rated 370V/440V with safety-protected metal case. Item shall be suitable for compressor and fan motors with reliable starting and running performance	Amber or equivalent	Nos	20			
16	<u>Supplying of 70 µF motor run capacitor,</u> 370V/440V AC, round metal case. Capacitor shall be UL certified and designed for heavy-duty operation in air conditioning systems.	Amber or equivalent	Nos	20			
17	<u>Supplying of 90° 1/2" OD copper elbow,</u> wrot copper construction conforming to ASME B16.22 standard. Fitting shall be suitable for brazing in refrigeration piping with high pressure rating and leak-free joints.	FAJ Trading or equivalent	Nos	20			
18	<u>Supplying of 90° 3/4" OD copper elbow</u> made from wrot copper as per ASME B16.22. Elbow shall provide strong mechanical strength and reliable performance for AC refrigerant line direction changes.	FAJ Trading or equivalent	Nos	15			
19	<u>Supplying of 90° 3/8" OD sweat type</u> copper elbow, wrot copper material. Item shall be designed for easy brazing and long-term durability in small refrigerant lines	FAJ Trading or equivalent	Nos	20			
20	<u>Supplying of 90° 5/8" copper elbow,</u> wrot copper construction suitable for brazing. Elbow shall ensure high pressure resistance and perfect fit in AC piping systems.	FAJ Trading or equivalent	Nos	20			

21	<u>Supplying of waterproof silicon carbide</u> sand paper, grit 1000 (very fine grade). Paper shall be suitable for precise surface cleaning and preparation of copper pipes before brazing.	USA or equivalent	Roll	1			
22	<u>Supplying of high-quality brazing flux</u> powder suitable for silver brazing of copper pipes. Flux shall effectively remove oxides and prevent oxidation during heating for strong, leak-proof joints.	USA or equivalent	Nos	1			
23	<u>Supplying of two-stage oxygen regulator</u> with inlet pressure up to 3500 PSI and adjustable delivery pressure. Regulator shall include two gauges and safety relief valve for stable and safe brazing operations.	Daimond or equivalent	Nos	1			
24	<u>Supplying of 2" wide insulation packing</u> tape, self-adhesive PVC/cloth base. Tape shall provide excellent sealing for pipe insulation joints and resistance to weather and temperature.	Daimond or equivalent	Nos	25			
25	<u>Supplying of refrigerant charging hose</u> set with 1/4" SAE connections, 5 ft length and 600 PSI working pressure. Set shall be color coded (blue, red and yellow hoses), complete with ball valves, core depressors and fittings for safe charging, recovery and vacuuming of AC systems.	Daimond or equivalent	SET	3			
26	<u>Supplying of heavy-duty inverter type</u> refrigerant charging line set with 1/4" SAE hoses. Item shall be high-pressure rated and complete with three color coded hoses (blue, red and yellow), shut-off valves, core depressors and quick couplers for precise control during service and refrigerant charging in inverter AC units.	Daimond or equivalent	SET	3			
27	<u>Supplying of manifold gauge set (2-way or 4-way)</u> with low side 0-150 PSI and high side 0-500 PSI range. Set shall include color-coded hoses and sight glass, suitable for R22/R410A systems	Daimond or equivalent	SET	2			
28	<u>Supplying of professional Allen key / hex</u> key set made from chrome vanadium steel. Set shall include all standard sizes for AC service, valve adjustment and maintenance works.	Daimond or equivalent	SET	2			
29	<u>Supplying of 3-core flexible copper</u> cable, 2.5 mm ² per core, PVC insulated, 90 meters coil. Cable shall be flame retardant and rated for power supply to indoor/outdoor AC units.	GM or Equivalent	Coil	1			

30	Supplying of oxy-acetylene brazing torch with adjustable flame and multiple nozzles. Torch shall be suitable for precise copper pipe brazing in HVAC piping installations.	Daimond or equivalent	Nos	1			
31	Supplying of electrical grade PVC insulation tape, 19mm/25mm width, 600V rated. Tape shall provide excellent adhesion and protection for wiring insulation and color coding	Osaka or equivalent	Nos	50			
32	Supplying of brass union 22 guage fitting with 1/2" copper pipe ends, flare/sweat type. Union shall be 700 PSI pressure rated for easy detachable refrigerant line joints.	USA or equivalent	Nos	15			
33	Supplying of brass union 22 guage fitting with 1/4" copper pipe ends, flare/sweat type. Union shall be 700 PSI pressure rated for easy detachable refrigerant line joints.	USA or equivalent	Nos	15			
34	Supplying of brass union 22 guage fitting with 3/8" copper pipe ends, flare/sweat type. Union shall be 700 PSI pressure rated for easy detachable refrigerant line joints.	USA or equivalent	Nos	15			
35	Supplying of brass union 22 guage fitting with 5/8" copper pipe ends, flare/sweat type. Union shall be 700 PSI pressure rated for easy detachable refrigerant line joints.	USA or equivalent	Nos	15			
36	Supplying of brass union 22 guage fitting with 3/4" copper pipe ends, flare/sweat type. Union shall be 700 PSI pressure rated for easy detachable refrigerant line joints.	USA or equivalent	Nos	15			
37	Supplying of Schrader charging pin valve with 1/4" SAE connection and valve core. Item shall allow safe refrigerant access and service in AC systems.	USA or equivalent	Nos	12			
38	Supplying of refrigerant line filter drier suitable for liquid or suction line. Filter shall effectively remove moisture and contaminants for clean and efficient AC operation.	USA or equivalent	Nos	12			
39	Supplying of Hilti Varma 18" heavy-duty hammer drill bit/chisel. Item shall provide high performance and long life for wall drilling during AC installation works.	Daimond or equivalent	Nos	2			

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 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. To emphasize quality requirements of the items, the brand names / model are mentioned in the technical specifications (where applicable) in this document. Equivalent brand may be accepted subject to ensuring quality standards, compatibility / functionality and specification requirements otherwise may be rejected.**
- 4. Supporting literature of the quoted model must be attached (where available/required) for perusal of CUI Lahore to technically assess that the quoted item meets the required specifications and other conditions of our BoQs / tender document.**
- 5. 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.**
- 6. 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.**
- 7. Bidders are required 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. The bidder will be responsible to replace the items which are not found as per the required quality standard.**