



DHA SUFFA UNIVERSITY

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In reply, please quote,
DHA/DSU/48/RFQ/096/2015-16

February 15, 2016

RFQ **Procurement of Office Supplies Items**

1. DHA Suffa University intends to procure Office Supplies Items. Interested vendors / suppliers may obtain the Bidding Documents along with other terms and conditions on submission of written application to the office of the undersigned w.e.f. **February 15, 2016 during office hours i.e., 9:00 am to 5:00 pm Monday – Friday**. Quotation / Financial Bid, on the **Annexure** of the Bidding Document issued by DSU, should be submitted in the office of the Procurement Officer, DSU till **03:00pm on February 24, 2015**.
2. Sealed Bids will be opened on same date i.e., **February 24, 2016 at 03:15pm** at DSU's Procurement Office in the presence of representatives of the bidders who may care to attend. In case of holiday, bids shall be opened on next working day at the same place and time.
3. DSU reserves the right to accept or reject any or all bids according to SPPRA rules & regulations and to annul the bidding process without assigning any reason whatsoever as per SPPRA Rules. Furthermore, DSU reserves the right to award Purchase Order / Work Order to either on Itemized Lowest or Overall Lowest basis (where applicable). Bids must be inclusive of all applicable taxes. Taxes will be deducted as per SRO.

Designated Procurement Officer