



DHA SUFFA UNIVERSITY

DG -78, Off Khayaban-e-Tufail, Phase –VII (Extension), DHA, Karachi – 75500

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In reply, please quote,
DHA/DSU/48/RFQ/027/2013-14

September 17, 2013

RFQ **Procurement of Laptop**

1. DHA Suffa University intends to procure 01 unit of branded laptop. Interested companies / firms / vendors which are Tier-1, Tier-2 or an authorized business partner from the **ORIGINAL EQUIPMENT MANUFACTURER (OEM)**, for the proposed hardware in Pakistan, 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. **September 17, 2013 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 **03:00 pm on September 30, 2013.**
2. Bidders are required to submit **2% Bid Security** of total bid amount in the form of Pay Order or Bank Draft of any scheduled Bank in favor of **“DHA Suffa University”** along with their Bids.
3. Bids will be opened on same date i.e., **September 30, 2013 at 03:15 pm** 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.
4. 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.

Asad Baber Khan
Procurement Officer