



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/012/2012-13

RFQ

Description : Manufacture & Supply of Computer Tables
 Date of Issue : January 05, 2013
 Last Date for Submission of Quotation : January 11, 2013 by 03:00 pm
 Time of Opening : January 11, 2013 at 03:15 pm
 Time of Delivery : 10 working days after receipt of Work Order
 Contact Person & Telephone : Procurement Officer, DSU
 021-35244872

S. #	Description	Qty.
01	<p><u>Computer Table (as per sample)</u></p> <ul style="list-style-type: none"> Made with fine teak veneer board with all exposed edges to be covered Edges must be covered with teak wood beading Keyboard tray on top of the wooden structure with imported bearing channel Glass top must be 12mm thick, finished with bevel edge and machine polish and edges must be rounded Frosted straps fixed with 3” SS spacers Furniture completion must be with matt finish lacquer polish Power Extension box having 03 units of Universal Sockets (Multi) Clipsal Schneider brand with 3 core flexible wire and British Socket Feet of the table must be in SS size 0.5” <div style="text-align: center;"> </div>	40 units

Important: It is strongly advised to all manufacturers that sample and images are available in the Procurement Office, DSU and can be seen during office hours for ready reference.

Terms & Conditions:

- 1- DSU reserves the right to award Purchase / Work Order to either on Itemized lowest or Overall lowest basis.
- 2- Duly signed and stamped Quotations in sealed envelopes should be submitted at the Office of the Procurement Officer, DSU between 9:00 am to 5:00 pm on working days
- 3- Quotations will be opened on date & time mentioned above in the presence of representatives who may care to attend. In case of holiday, quotations shall be opened on next working day at the same place and time.
- 4- DSU reserves the right to cancel any or all Purchase / Work Order(s) if material is not in accordance with our specifications or if the delivery is delayed.
- 5- Payment will be made through crossed cheque after delivery of the above items and receipt of the bill.
- 6- Penalty at the rate of 2% per month on actual will be imposed on delayed delivery.

- 7- The rate / price quoted for each item shall be final and no change will be allowed.
- 8- Competent Authority reserves the right to change / alter / remove any item or article or reduce / increase quantity upto 15% without assigning any reason.
- 9- Invoice / Bill & Delivery Challan should be submitted to the Procurement Officer, DSU.
- 10- No subletting in any case / item / form will be allowed.
- 11- Quotations must be on the company / vendor / supplier's Original Letter Head, indicating land line telephone numbers, registered postal address & National Tax Number.
- 12- Quotations which are incomplete or do not conform to the Specifications, Terms & Conditions stated above shall be rejected.
- 13- In case of any dispute, the decision of Competent Authority i.e., Vice Chancellor, DHA Suffa University shall be final and binding.

**-Sd-
Procurement Officer**