Sultan Qaboos University

Procurement Department

جامعة السلطان قابوس

دائرة المشتريات

REQUISITION FORM

Requisition Number:1225210040

Last Date for Submission:18/10/2021

S.N.	SQU Product Code	Description	Qty.	UOM	Remarks
1	COMPNTPNT0001	PRINTER	1	NOS	Important Notices Quotation Will Be Excluded If ?Quotation Summary Ver 2.25? NOT ATTACHED Along With The Company Official Quotation. If You do not Have That Form PLEASE download it from: https://drive.google.com/file/d/1ML0yNGRPRuX31agwaund0CmSyrdUAGYC/view?usp=sharing Kindly Requested to Provide Unit and Total Price with VAT.Otherwise Quotation will be Excluded. SQU Standards for Delivery Period: [1 Day to 7 Days=7 Points] [8 Days to 15 Days=6 Points] [16 Days to 30= 4 Points] [31 Days to 45= 2 Point] [46 to 60= 1 Points] [61 Days to 90=0] [91+ Days Quotation Excluded] SQU Standards for Warranty

					Warranty Standard per Device: Otherwise Quotation Will be Excluded. Desktop + Monitor + ALL in One = 5 (Five) Years Printer + Scanner + Laptop = 2 (Two) to 3 (Three) Years Workstation= 3 (Three) to 5 (Five) Years Others = 1(One) Year ---------- HP Laserjet M553dn or HP Laserjet M551dn or thier equivalent ---------- Note: Please make sure to submit "Riyada" card and VAT registration certificate with your quotation.