



جامعة السلطان قابوس
Sultan Qaboos University

Requisition Form

Requisition Number: 1201/26/0006

Last Date for Submission: 20/07/2026

S.N.	SQU Product Code	Description	Qty	UOM	Remarks
1	COMAGRAGC0020	LAPTOP	1	Pieces	Dell Latitude 5450 Laptop 14 inch Business (Professional) Series Processor: Intel® Core™ Ultra 7 265 Supports Windows Enterprise RAM: 16GB DDR5+ HD: 1 TB SSD M.2 NVMe Built in Ports: HDMI + USB3 Type-C+ Ethernet + WiFi 6 + Bluetooth Active USB ports (2.0 and 3.1) Built-in FHD HDR Camera + Camera Shutter + Microphone Keyboard (Arabic, English) Power Adapter Type-C Original Branded Carry Case 3 Years Warranty Comprehensive ProSupport Manufacturer OEM Warranty For All 3 Years Next Business Day Support, Labor On-site Support Warranty Starts from the Month of Delivery to SQU SQU Terms & Conditions (Company has to do): 1-Deliver to CIS a sample of each device. (1 Laptop) 2-Take SQU Tag labels (Tag numbers) from the store department. 3-Bring External storage to have a copy of images created by CIS. 4-Install the proper image for each device outside SQU. 5-Stick SQU labels (Tag Numbers) on each device outside SQU. 6-Deliver Each Laptop inside its Bag, imaged, and Tagged. Deliver to the SQU location (refer to the attached Distribution Excel file). 7- Daily Report to CIS by Filling in ONLY Blue Columns inside the Inventory Excell File Sent to the Company
2	COMPRIPRG0001	PRINTER	1	Pieces	HP Color LaserJet Pro MFP 4303fdw (or its Replacement from the same Series) + USB CABLE
3	COMAGRAGC0020	LAPTOP	3	Pieces	Microsoft Surface Pro 13 inch 5G Snapdragon® X Plus (10 Core),

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					with LCD display Wi-Fi + 5G 32GB 1TB Surface Pro Signature Keyboard + Surface Slim Pen (2nd Edition) 3Years Comprehesive Warrantt for Device 1Year Warranty for Accesories