



Securities and Exchange Commission of Pakistan
State Life building 4th Floor Wallace Road-Karachi
(Support Services Division)
(Administration Department)
Tel: 92-21-99213423-4

04th February 2014

Subject: RFQ- Procurement of “HP Printer (Toner) Model # HP Color Laser Jet CP 3525n”

The Commission intends to purchase “HP Printer (Toner) Model # HP Color Laser Jet CP 3525n”, as per specifications given on Annex “A”.

Terms & Conditions

- **Interest Firms must be** registered with sales tax department and having national tax number (NTN).
- **Price** must be inclusive of all taxes applicable by Govt. of Pakistan.
- **Delivery** time within one week of receiving of P.O.
- **Validity** Minimum 30 Days from quoted date.
- **Bid Submission date** within 07 days of publishing of this RFQ or as per last date on website
- **Warranty Period:** must be mentioned on the quote (if applicable).
- **Dealer:** interested firms are required to provide letter of authorization that interested firm is their sole /authorized partner / dealer / distributor.

The Commission reserves the right to accept or reject any or all bids received

Note: In case of any query you may visit the sight/location or contact undersigned.

Sealed quotations clearly marked **“HP Printer (Toner) Model # HP Color Laser Jet CP 3525n”** may reach the above mentioned address by 10th Feb 2014.

An early and quick response will be appreciated.

With best regards.

Deepak Kumar Jewani
Assistant Director (Admin)

Annex “A”

Detail	Qty.
CE250A INK CARTRIDGE BLACK FOR CLJ-CP3525	1
CE251A INK CARTRIDGE CYAN FOR CLJ-CP3525	1
CE252A INK CARTRIDGE YELLOW FOR CLJ-CP3525	1
CE253A INK CARTRIDGE MAGENT FOR CLJ-CP3525	1