Sealed Quotations are requested from IT specialist supplier having valid GST and NTN certificate with adequate relevant experience & capabilities for the below captioned Tender.

<table>
<thead>
<tr>
<th>Sr #</th>
<th>Tender Description</th>
<th>Qty</th>
<th>Quotation Submission Date</th>
<th>Tender Opening Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Desktop</td>
<td>01</td>
<td>04/03/2016 On or Before 1430 hrs</td>
<td>04/03/2016 at 1500 hrs</td>
</tr>
<tr>
<td>2.</td>
<td>Laptop</td>
<td>01</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Bidding Procedure:** Single Stage – One Envelope Procedure:

**Note:**

a. Sealed Quotation to be submitted to **GM Administration** on or before March 04, 2016 till 14:30 Hrs after which no bid will be accepted. Bids will be opened at 1500 hrs **On March 04, 2016**. The wording “Quotation for 1 x Desktop & Laptop” and “**Do Not Open Before 1500 hours**, on **March 04, 2016**” to be written on top right corner of envelop.

b. Bidding documents can be collected from NCP against fee of Rs.200/- (Non refundable). Bidding document can also be downloaded from the NCP website [www.ncp.edu.pk](http://www.ncp.edu.pk) free of cost.

c. Tender documents will not be issued to General Order Suppliers.

d. Single Stage – One Envelopes bidding process is to be followed and the interested parties are required to submit their proposals in sealed envelope, with 2% amount of quoted value as bid security (refundable).

e. Bids/proposals submitted after the schedule time mentioned above shall not be acceptable.

f. Quotation through Fax, Email will not be accepted.

g. Bids will be evaluated on least cost method.

h. This advertisement is also available on NCP web site [www.ncp.edu.pk](http://www.ncp.edu.pk)

j. NCP reserves the right to accept or reject bids/quotation without assigning any reason (Prior to award of P.O/Contract) as per PPRA Rules.