



# Directorate of University Advancement

Office of the Vice-Chancellor  
Ahmadu Bello University, Zaria, Nigeria

To: Director  
Date: 12<sup>th</sup> 02, 2024  
From: ASO

Subject:

## REQUEST FOR THE SUPPLY OF COMPUTER HARDWARE ITEMS FOR THE DIRECTORATE

Please refer to the approval of the Vice Chancellor for the purchase of Computer hardware items to improve the digital operations of the Directorate as part of the DLI 7 fund allocation of the Directorate. I write to request for the supply of the following Computer hardware items:

S/N	Item Name	Descriptions	Qty & Office
1.	Laptop	HP Pavilion, intel core i7, 16GB RAM, 512 GB SSD, 4GB Nvidia graphics	2 Nos. (Director, Deputy Director & Head of IT)
2.	Desktop	Lenovo All-in-one, 24 inches, 4GB RAM/1 TB HDD	1 Nos. (5 Head of units & Director's Secretary)
3.	Printer	HP Enterprise LaserJet, M553 dn, color LaserJet	2 Nos. (Head of IT & Director's Secretary)
4.	Photocopier	Kyocera 3252, All-in-one 300GSM paper	Director's secretary
5.	Internet long range access point	HD6 Antenna WiFi 6 AX1800 Dual Band Long Range Outdoor Wireless AP with PoE and IP67	2 Nos. For enhanced Directorate's wireless internet connection

Ahmed Zakaria  
Advancement Services &  
Linkages Officer

(B) Director of the  
Sir, the cost of the  
items is above cash advance  
level. You may further give  
approval for the issuance of  
request for quotation (RFQ)  
13/02/2024

Telephone: 08055700200, 09099991166

Website: www.abu.edu.ng

(A)  
Proc. Officer, BUA  
F.Y.N.A. PLS  
L&A 12  
02  
P.D. Off  
I approve issuance of  
request for quotation  
13/2

Scanned with  
MOBILE SCANNER



PU/DUA/A/04/2024

8<sup>th</sup> March, 2024

The Director,  
Directorate of University Advancement,  
Ahmadu Bello University,  
Zaria.  
Dear Sir,

**Request for Approval to Issue Purchase Order for the Supply of Computer Hardware Items for the Directorate of University Advancement, Ahmadu Bello University, Zaria**

I write to request for your approval to issue out Purchase Order for the Supply of Computer Hardware Items for the Directorate of University Advancement, Ahmadu Bello University, Zaria. Three Quotations were received from different Suppliers and analyzed for arithmetic error. The table below shows the quotations received in order of responsiveness after analysis:

S/N	Consultants	Quoted Amount	Corrected Amount	Ranking
1	Blessed Obinno Computers	₦8,170,000.00	₦8,170,000.00	1 <sup>st</sup> Responsive
2	Amsana Multi Ventures Nig.	₦8,707,500.00	₦8,707,500.0	2 <sup>nd</sup> Responsive
3	Colink Enterprises	₦9,148,250.00	₦9,148,250.00	3 <sup>rd</sup> Responsive

**Recommendation**

**Blessed Obinno Computers** with a quotation of **₦8,170,000.00 (Eight Million, One Hundred and Seventy Thousand Naira Only)** is recommended for the Purchase order having satisfied the condition of being lowest evaluated responsive quotation.

Please find attached details of the quotations and other documents.

Thank you.

Yours faithfully,



W. I. Joshua (Mrs.)  
Procurement Officer

Pro. Officer

This request is approved, PLS

12/03  
24

13<sup>th</sup> February, 2024

The Manager,

Blessed Ebinno  
Computer  
Zaria

Dear Sir,

**REQUEST FOR QUOTATION FOR THE SUPPLY OF COMPUTER HARDWARE  
ITEMS FOR THE DIRECTORATE OF UNIVERSITY ADVANCEMENT (DUA),  
AHMADU BELLO UNIVERSITY, ZARIA**

We write to request for a quotation for the supply of computer hardware items needed to improve the digital operations of the Directorate.

Find attached the bill of quantities (BOQ). Please indicate the prices of the items and the validity of your quotation should not be less than (2) weeks.

Yours sincerely,



**Wazi I. Joshua (Mrs.)**  
Procurement Officer



S/N	ITEM	SPECIFICATION	QUANTITY	UNIT COST (N)	TOTAL COST(N)
1	Laptop	HP Pavillon, Intel core i7, 16GB RAM, 512GB SSD, 4B Nvidia graphics	2 Nos		
2	Desktop	Lenovo All-in-one, 24 inches, 4GB RAM/1 TB HDD	4 Nos		
3	Printer	HP Enterprises LaserJet, M553 dn, color LaserJet	2 Nos		
4	Photocopier	Kyocera 3252, All-in-one 300GSM paper	1		
5	Internet Long range access point	HD6 Antenna WIFI 6 AX1800 Dual Band Long Range Outdoor Wireless AP with PoE and IP67	2 Nos		
				<b>SUBTOTAL</b>	
				<b>VAT 7.5%</b>	
				<b>TOTAL</b>	





# DIRECTORATE OF UNIVERSITY ADVANCEMENT

Office of the Vice-Chancellor

## AHMADU BELLO UNIVERSITY

P.M.B 1045

Vice Chancellor: Professor Kabiru Bala, B.Sc (Hons) Building, M.Sc. (Bldg. Serv.), MBA, PhD (Const. Mgt.) (ABU), FNIQB, MAPM, MCABE, C. Eng E, MCArb

Director: Professor Sani Abba Aliyu, B.A (Hons), MA, Ph.D (English) A.B.U, mni, MNAL

### PURCHASE ORDER

Date: 11<sup>th</sup> March, 2024

Company Name: Blessed Obinno Computers

Address: No 1A Main Street Sabo Gari Zaria

Phone No: +234 34515392, +234 57991811

Email: obinnaubendul@yahoo.com

P.O Number: DUA/PU/PO/01/2024

Beneficiary: Directorate of University Advancement

Address: Ahmadu Bello University, Zaria

Procurer: Procurement Unit

Email: dua@abu.edu.ng

Dear Sir,

Thank you for your quotation and price list, we are glad to place order with you for the following items:

S/N	DESCRIPTION	QUANTITY	UNIT COST	TOTAL COST
1	HP Pavilion, intel core i7, 32GB RAM, 512GB SSD, 4B Nvidia graphics Touch screen	2	₦1,350,000.00	₦2,700,000.00
2	Lenovo All-in-one, 24 inches, 4GB RAM/1 TB HDD	1	₦720,000.00	₦720,000.00
3	HP Enterprises LaserJet, M554 dn, color LaserJet	1	₦1,050,000.00	₦2,100,000.00
4	Kyocera 3252, All-in-one 300GSM paper	1	₦1,380,000.00	₦1,380,000.00
5	HD6 Antenna WiFi 6 AX1800 Dual Band Long Range Outdoor Wireless AP with PoE and IP67	2	₦350,000	₦700,000.00
			SUBTOTAL	₦7,600,000.00
			VAT 7.5%	₦570,000.00
			<b>TOTAL</b>	<b>₦8,170,000.00</b>

The above services is required immediately. We request you to present all receipts along with the work done. We reserved the right to reject the services if received late or not in conformity with the provision of the contract.

Thank you.

Procurement Officer

Accountant

Director



**AHMADU BELLO UNIVERSITY**

Vice-Chancellor, Professor Kabiru Omba, P.O. Box 10000, Nairobi, Kenya. Phone (Nairobi) 311111, 311122. M.P. 00100, G.P. 00100, Kenya.

Director, Professor Nani Abba Aliyu, a graduate, MA, PhD in Geography & M. Ed. from the

**Tel: 08083050291, 08034515110**

## AGREEMENT

This AGREEMENT made on the 13<sup>th</sup> March, 2024 between Directorate of University Advancement, Ahmadu Bello University, Zaria (hereinafter called "the Purchaser") and Blessed Obinno Computers ("the Supplier") WHEREAS the Purchaser invited quotations for the supply of Computer Hardware Items for the Directorate of University Advancement, Ahmadu Bello University, Zaria and has accepted a quotation by Contractor in the sum of **Eight Million One Hundred and Seventy Thousand Naira only (N8,170,000.00)** (hereinafter called the "Contract Price).

**NOW THIS AGREEMENT WITNESS AS FOLLOWS:**

1. The following documents shall be deemed to form, be read and construed as part of this agreement, viz:
  - (a) The Request for quotations sent to the Contractor;
  - (b) The price Schedule submitted by the Contractor delivery period is three weeks and
  - (c) Schedule of Requirements as in the request for quotation (technical specification)
2. In consideration of the payments to be made by the purchaser to the Contractor as in hereinafter mentioned, the Contractor hereby covenants with the purchaser to execute the services to remedy any defects therein in conformity with the provisions of the contract.
3. The purchaser hereby covenants to pay the Contractor in consideration of the execution and completion of the services and the remedying of defects therein, the contract price or such other sum as they become payable under the provisions of the Contract at the times and in the manner prescribed by the contract by bank transfer on satisfactory installation and development of the tracer system.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

**In the presence of:**

Signed, sealed, delivered by Angus M. Lally the 13/3/2024 (For the purchaser)

Signed, sealed, delivered by Obinna C. Udeni the 13/3/24 (For the Supplier)



Scanned with  
MOBILE SCANNER

email: [dua@abu.edu.ng](mailto:dua@abu.edu.ng)

www.abu.edu.ng



# BLESSED OBINNO COMPUTERS

HEAD OFFICE: No. 1A Main Street, Sabon Gari Zaria.  
BRANCH: No. 68 Sokoto Road, Former Kowa Store,  
Opp. A.B.U North Gate, Samaru-Zaria.

Phone: 08034515392, 08057991811, 08138929399  
E-mail: obinnaubendu@yahoo.com  
Web-Site: www.blessedobinno.com

21<sup>st</sup> March, 2024

The Director,  
Directorate of University Advancement,  
Ahmadu Bello University,  
Zaria.

## REQUEST FOR PAYMENT

I wish to request for payment of the sum of ₦8,170,000.00 for the items supplied to Directorate of University Advancement, Ahmadu Bello University Zaria.

I solicit you kindly use your good office to grant my request.

Captured below is my account detail:

Bank: UBA  
A/C Name: Blessed Obinno Computers  
A/C No: 1003841935  
TIN No: 11291808

Thanks in anticipation.

Yours faithfully,

Obinna C. Ubendu

Accountant

This request is approved. please process to pay  
25  
24

Director: Obinna C. Ubendu

Bringing you the New technology and experience!

Scanned with  
PDF Scanner





# DIRECTORATE OF ADVANCEMENT & INTERNATIONAL EDUCATION

Office of the Vice-Chancellor  
**AHMADU BELLO UNIVERSITY**  
Main Campus, Samaru, Zaria, Nigeria

Vice Chancellor: Professor Kabiru Bala, B.Sc (Hons) Building, M.Sc. (Bldg. Serv.), MBA, PhD (Const. Mgt.) (ABU), FIBOB, MAPM, MCABE, C. Bldg E, AMCA/b

Director: Professor Sanl Abba Aliyu B.A (Hons), MA, Ph.D (English) A.B.U, mnd, MNAL

Tel: 08083050291, 08034515110

25<sup>th</sup> March, 2024

The Director,  
Directorate of University Advancement,  
Ahmadu Bello University,  
Zaria.

Dear Sir,

## REQUEST FOR PAYMENT OF ₦8,170,000.00 FOR THE SUPPLY OF COMPUTER HARDWARE ITEMS FOR THE DIRECTORATE OF UNIVERSITY ADVANCEMENT, AHMADU BELLO UNIVERSITY ZARIA

Sequel to the earlier approval obtained for the supply of Computer Hardware items for the Directorate of University Advancement, Ahmadu Bello University Zaria, supply has been made to the Directorate satisfactorily, we therefore request for the payment of **Eight Million, One Hundred and Seventy Thousand Naira only (₦8,170,000.00)** for the Purchase Order with reference number DUA/PU/PO/01/2024 that was issued to the supplier with the following details:

Name of Company: Blessed Obinno Computers

Bank: UBA

Account Number: 1003841935

TIN NO: 11291808

Please find attached the copy of the purchase order, signed agreement and other required documents required for request for quotation (RFQ) in line with section 41 of the PPA 2007 and receipt inspected by audit.

This is for your kind consideration and approval.

Thank you.

Yours faithfully,

W. I Joshua (Mrs)  
Procurement Officer

*Act*  
*This is approved.*  
*Pls pay.* 25/3/24  
*LSA*









**PROCUREMENT UNIT**  
**DIRECTORATE OF UNIVERSITY ADVANCEMENT**  
**AHMADU BELLO UNIVERSITY, ZARIA**

**PURCHASE ORDER COMPLETION AND CERTIFICATION**

I certify that the materials or services as stated in the purchase order has been received as ordered in good condition.

**Director:**

Name Prof. Sami A. Abul Signature/Date [Signature] 25/3/24

**Procurement Officer:**

Name H. J. Joshua Signature/Date [Signature] 25/03/2024

**Internal Auditor:**

Name Alafiatayo, Jacob S Signature/Date [Signature] 25/3/2024

**Accountant:**

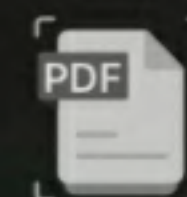
Name HAFIZU YUSUF Signature/Date HYU-25/3/24

Purchase order reference number: DUA/PU/PO/01/2024

Date of Purchase Order and delivery: 11th March 2024

User Department: Directorate of University Advancement

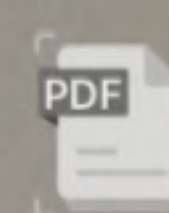




Scanned with  
MOBILE SCANNER

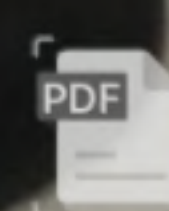


10EVT0F13/001E/01L17/01





ACENTIDEFB00AEI00L71004

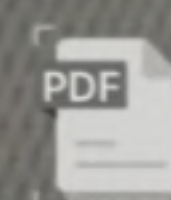


Scanned with  
MOBILE SCANNER



AGENT/DL17/4

AGENT/DL17/05

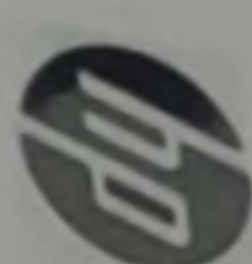




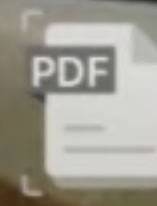


ABU/DUA/DIR/3 4

HP LaserJet



Color LaserJet Enterprise M712



Scanned with  
MOBILE SCANNER



