

**GENERAL STATIONERY/MISC. ITEMS**

S. No.	Name of Items	Specifications/Brand	Quantity	Unit Price with Sales
1.	White Board Marker	Snowman/Dollar or equivalent best quality renown brand	One item/unit	
2.	Box File	929/Alflah or equivalent best quality renown brand	One item/unit	
3.	Separator sheets	A-4 size, (plastic 10 sheets each packet) Cosmo, Hujain or equivalent best quality renown brand	One packet	
4.	Duster Yellow	(Fine) large or equivalent best quality renown brand	One item/unit	
5.	Tumbler	Omroc or equivalent best quality renown brand	One item/unit	
6.	Masking Tape 2”	Nichiban or equivalent best quality renown brand	One item/unit	
7.	Binding tap 2”	Nichiban or equivalent best quality renown brand	One item/unit	
8.	Paper Clip	Three flowers 36mm or equivalent best quality renown brand	One item/unit	
9.	Sharpener	Dux-silver or equivalent best quality renown brand	One item/unit	
10.	Pencil Tray	Lotus or equivalent best quality renown brand	One item/unit	
11.	Punching Machine	Carl-No.30, or equivalent best quality renown brand	One item/unit	
12.	Register Ruled	Lucky (4 Qr No.8) or equivalent best quality renown brand	One item/unit	
13.	Meeting folder	Leather, or equivalent best quality renown brand	One item/unit	
14.	Scale 12”	Steel	One item/unit	
15.	Scissors 6”	Steel china	One item/unit	
16.	Stamp Pad Ink	Dollar, Toyo or equivalent best quality renown brand	One item/unit	
17.	Fountain pen ink	Dolor or equivalent best quality renown brand	One item/unit	
18.	Stamp Pad	Crystal or equivalent best quality renown brand	One item/unit	
19.	Stapler Machine	Max HD-50,PMP or equivalent best quality renown brand	One item/unit	
20.	File Board with Flapper	Best quality	One item/unit	
21.	Permanent Marker	Dollar 90, or equivalent best quality renown brand	One item/unit	
22.	Pointer 0.3 Small	Dollar, snowman or equivalent best quality renown brand	One item/unit	
23.	High Lighter	Scheinder brilliant/ Pelikan/ Dollar or equivalent best quality renown brand	One item/unit	
24.	Paper Cutter	Steel, Deli-2061, or equivalent renown brand of best quality	One item/unit	
25.	Packing Roll	Plastic	One item/unit	

26.	Staples Pin	369 Rapid or equivalent best quality renown brand	One item/unit	
27.	Staples Pin	23/17 (H-13) WHA SHIN, HD, or equivalent best quality renown brand	One item/unit	
28.	Staples Pin	23/15 (H-12) WHA SHIN, HD or equivalent best quality renown brand	One item/unit	
29.	Gum Bottle Large	Fixal /dollar or equivalent best quality renown brand	One item/unit	
30.	Correcting pen	Dollar/ Pelikan, or equivalent renown brand	One item/unit	
31.	Lead pencil with rubber	Goldfish, Dollar, or equivalent best quality renown brand	One item/unit	
32.	Ball Point	Piano 0.8mm	One item/unit	
33.	Pointer (marker)	Uni-ball eye fine UB-157	One item/unit	
34.	White Board Duster	Delli, or equivalent best quality renown brand	One item/unit	
35.	Gum Stick	21G, Dollar, UHU or equivalent best quality renown brand	One item/unit	
36.	Clip Binder	32mm KW	One item/unit	
37.	Clip Binder	41mm KW	One item/unit	
38.	Clip Binder	51mm KW	One item/unit	
39.	Peon Book	best quality	One item/unit	
40.	Scotch Tape (1" size)	Deer	One item/unit	
41.	Sticker sheets	JBO, DURO Serilux	One packet	
42.	Post It slip (2"x2")	best quality	One item/unit	
43.	Post It slip (1")	best quality	One item/unit	
44.	Push Pin	Best quality	One item/unit	
45.	Polythin envelops	80gms, closing strip, best quality	01 Kg	
46.	Ruled sheets	Size 13.5 x17", 10 G off set paper narrow line	01 ream/packet	
47.	Ivory card white	115 G, legal size	100 sheet	
48.	Chart paper A4	Multicolor, Best quality	100 sheets	
49.	Calculator	14 digits, citizen/Casio, Best quality	One item/unit	
50.	Face Mask	quantity 50 mask each box, Madesk, best quality	One Box	
51.	Offset Paper A-4 Size 80 gram	imported ,Paper one /AA/canon	One each ream	
52.	Offset Paper 8½ x 13½ (legal) Size 80	imported ,Paper one/ AA/canon	One each ream	