

Most Immediate
By Special Messenger

Government of Pakistan
FINANCE DIVISION
(Services-II Section)

F.No.1(1)S-II/2024-2025

Islamabad, the 06th November, 2024.

OFFICE MEMORANDUM

SUBJECT: TENDER FOR PURCHASE OF OFFICE STATIONARY, COMPUTER STATIONARY, MISCELLANEOUS ITEMS AND COMPUTER ACCESSORIES DURING THE FINANCIAL YEAR 2024-25.

The undersigned is directed to refer to the above noted subject and to enclose herewith a Tender Notice for purchase of office stationary, computer stationary, miscellaneous items and computer accessories for the Financial Year **2024-2025** for official use of this Division, which may kindly be advertised in two leading newspapers, one each in English and Urdu, preferably of Islamabad / Rawalpindi, one insertion only on **10-11-2024** positively.

(Syed Muhammad Zuhair Jafar)
Section Officer (Service-II)
Ph: 9208101

Press Information Department
Deputy Director (Advertisement),
Government of Pakistan,
Islamabad.

Copy to:-

1. Deputy Director-III, PPRA, Islamabad with the request to display the enclosed tender notice on the Authority's website and as well as e-PADS.
2. Mr. Fahem Anwar, Web Incharge, Finance Division, Islamabad with the request to display the enclosed tender notice on the website of Ministry of Finance.

Section Officer (Service-II)

Government of Pakistan
FINANCE DIVISION
(Services-II Section)

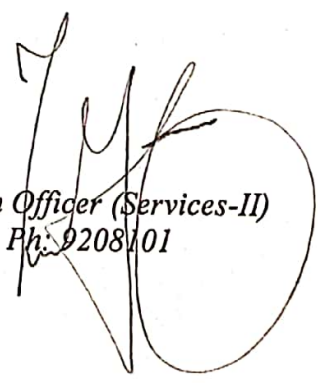
TENDER NOTICE

Finance Division invites to submit proposals/bidding documents online through **e-PADS** portal of PPRA in **Single Stage-Two Envelope** procedure. The tenders for supply of office stationary, computer stationary, miscellaneous items and computer accessories to the Finance Division for the Financial Year **2024-2025** are invited from the reputed firms located in Islamabad / Rawalpindi having Vender Numbers, and names in the Active Tax Payers list of NTN and General Sales Tax (**GST**) as well as the facilities of telephones/fax numbers.

2. Detailed list of above stated items along with Terms & Conditions for participating in the tender can be obtained from the undersigned on any working day. Terms & Conditions can also be downloaded from the website of the PPRA www.ppra.org.pk and website of Ministry of Finance www.finance.gov.pk.

3. RFP documents must be carefully prepared and applied on **e-PADS (Federal)** as per provided instruction on or before closing date (i.e 28th November 2024) at **11:00. am**. The Bids will be opened on the same day at **11:30 am in Room No.215, Block "Q", Pak Secretariat, Islamabad**, in the presence (physical/online) of the applied bidders. The advertisement is also available on PPRA website at www.ppra.org.pk. In case of holyday the next working day will be considered as the closing date after **15 days** of this advertisement/ publication.

4. Only **e-PADS (Federal)** registered bidders can apply for the tender. Applications other than EPADS will not be considered and entertained. Unregistered bidders shall register on **e-PADS (Federal)** first and then apply for the tender through **e-PADS**.


Section Officer (Services-II)
Ph: 9208101

TENDER NOTICE

F.No 1/1/2024-25 (S-II). Sealed tenders are invited from the firms/Authorized Dealers having proper shops and telephone facility, duly registered with sales tax authorities alongwith vendor numbers/NTN Number and also having Sale/Service Center in Islamabad/Rawalpindi for supply of Office Stationery, Computer Stationery, Miscellaneous items and Computer Equipments for the Financial Year 2024-25. Tender can also be downloaded from the websites of Ministry of Finance www.finance.gov.pk and Public Procurement Regulatory Authority www.ppra.gov.pk as well as **EPADS**.


- i. Interested parties/firms can obtain list/tender documents from the office of undersigned till 27th November, 2024 before closing of office hours on payment of Rs.2000/- only.
- ii. Samples of Office Stationery, Computer Stationery, Miscellaneous items and Computer Equipment must be attached duly stamped/ signed of each item. Samples of unsuccessful bidders will be returned.
- iii. Original Computer Printer, Photostat Machines Toners /Cartridges/Drum Unit, Transfer Belt, Category will be procured from Sole Distributors / Authorized Dealers only.
- iv. Security worth Rs.500,000/- (Rupees Five hundred thousand Only) (**Single stage-two envelope procedure**) for supply of office Stationery, Papers, Toners of Photostat Machines, Toner of Computer Printer and Miscellaneous items/Computer equipment's etc is required to be deposited in favour of Drawing & Disbursing Officer / Section Officer (Budget & Accounts), Ministry of Finance. Security deposits will be released/refunded within a fortnight to unsuccessful bidders and in case of successful bidders after 30th June, 2025.
- v. For Purchase of Office Stationery, Computer Stationery, Miscellaneous items and Computer Equipment (**mentioned at serial No.(iv)) Single stage-two envelope procedure**) .The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal. The envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold and legible letters to avoid confusion.
- vi. Rates may be quoted for original / genuine brands which will remain valid up to 30th June, 2025. Sub-standard items will not be acceptable and defaulters/suppliers will be blacklisted as per PPRA rules and such items will be purchased from the open market at the cost and risk of the supplier.
- vii. Proof of Pervious working in public Sector last three years (work order/Supply order if any).Firms will be bound to supply/deliver the goods on the approved rates throughout the year/specify given time and even on short Notice at their own transport at any of the Finance Division premises.
- viii. The Tender Documents must accompany the following certificates:
 - Firms registration Certificates.
 - National Tax Number.
 - Sales Tax Registration Certificate.
 - Vendor Number.
 - Bank Account No/IBAN No.
- ix. Only typed quotation will be accepted. Use of white fluid or over writing will not be accepted. **All firms are directed to quote their rates on online e-procurement Portal EPADS as well as original bid/rates must be submitted in hard form (hard copy) in the office of undersigned by the bidders.**
- x. The Suppliers are requested to furnish an affidavit on stamp paper valuing Rs.100/- that the firm is not blacklisted and has no dispute with any Government Organization(s).
- xi. The Competent Authority reserves the right to accept or reject any tender by whole or partially without assigning proper justifications/deficiency (if any).

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- xii. The Competent Authority also reserves the right to cancel the contract entirely during the currency of year if items are found sub-standard or short in quantity and also not supplied timely. The security amount will be fortified and the firm will be blacklisted.
- xiii. Sealed Tenders Complete in all respect may reach the SECTION OFFICER (S-II), Ministry of Finance ,Room # 506, 5th Floor, "Q", Block Pak. Secretariat ,Islamabad on or before **28th November,2024** (Up to 1100 hours).Tenders/ bids will be opened on the same day i.e. **28th November,2024** at 1130 hours in the Office of Sr. Joint Secretary (HRM) Room # 215, 2nd Floor, Q-Block.


Section Officer (Services-II)
Tele # 051-9208101

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Government of Pakistan
Finance Division
(Services-II Section)

LIST OF MISCELLANEOUS ITEMS

S.No	Description	If any quoted model/brand	Accounting Unit	Rate inclusive of all taxes
1.	Air Freshener Aseel Al Rehab 300 ml (or equivalent)/as per Sample		Each	
2.	Baygon Insect killer 500 ml (or equivalent) as per Sample		Each	
3.	Broom Brown 500 gm (or equivalent)		Each	
4.	Broom Phool (Superior Quality) (or equivalent)		Each	
5.	Capri Soap 80 gm (or equivalent)/ as per Sample		Each	
6.	Capri Soap 120 gm (or equivalent)/ as per Sample		Each	
7.	Lux Soap 115 gm (or equivalent)		Each	
8.	Carpet Brush (Plastic) (or equivalent) as per Sample		Each	
9.	Carpet Jay-e-Namaz (Superior Quality- Large Size) as per Sample		Each	
10.	Steel Lock (50 mm) Large (or equivalent) as per Sample		Each	
11.	China Lock Large (As per Sample)		Each	
12.	China Lock Small (or equivalent) as per Sample		Each	
13.	Kiwi Do It Air freshener 300 ml (or equivalent) as per Sample		Each	
14.	Duster White Cotton- 24x24 Superior Quality (or equivalent) as per Sample		Each	
15.	Duster Yellow Cotton- 28x24 Superior Quality (or equivalent) as per Sample		Each	
16.	ZIK Phenyl (2.75 ltr Bottel) (or equivalent) as per Sample		Each	
17.	Power Plus toilet bowl cleaner 250 ML (or equivalent)		Each	
18.	Harpic 250 ML as per Sample		Each	
19.	Insta Glint (Plus) Anti-Mist 500ml as per Sample		Each	
20.	Liquid Hand Wash 500ml bottle (Imported) (or equivalent)		Each	
21.	Liquid Hand Wash Refill Delite (4 Liters) (or equivalent)		Each	
22.	Looking Mirror (24x24) Wooden Frame (or equivalent)		Each	
23.	Lota Plastic (Nylon) Large (or equivalent)		Each	
24.	Five Star back care (or equivalent) as per Sample		Each	
25.	Mortin Insect Killer (500 ml) (or equivalent)		Each	
26.	Black Cobra Insect Killer (500 ml) (or equivalent) as per Sample		Each	
27.	Pencil Cell AA Size (Sony) as per Sample		Each	
28.	Pencil Cell 'AAA' Size (Sony) as per Sample		Each	
29.	Pichara (Large size) (or equivalent) as per Sample		Each	
30.	Pichara with Steel Handle as per Sample		Each	
31.	Plastic Doori Roll (or equivalent)		Each	
32.	Sweep (Bath Room Cleaner) (or equivalent)		Each	

33.	Tehzab (Bath Room Cleaner) (or equivalent)	Each	
34.	Table Cloth (Green) per meter Superior Quality (as per Sample)	Per Meter	
35.	Table Glass Size=5 mm per Sq. Ft. (or equivalent)	Per Sq.ft	
36.	Tissue Paper (Rose Petal) 100x3 ply luxury (as per Sample)	Each	
37.	Tissue Paper (Rose Petal) 100x3 ply pop-up (as per Sample)	Each	
38.	Toilet Brush With Plastic Handle (or equivalent)	Each	
39.	Toilet Roll (Rose Petal) (as per Sample)	Each	
40.	Toilet Roll (Misk) (or equivalent)	Each	
41.	Toilet Tissue Rose Patel/Signature (handchirchief) (or equivalent)	Each	
42.	Tissue Rumal Signature (handchirchief) (as per Sample)	Each	
43.	Towel White (Large Size Superior Quality) (or equivalent)	Each	
44.	Umbrella large Size - 36 Inches (Superior Quality) (as per Sample)	Each	
45.	Vim Lemon Classic 500 gm Bottle (as per Sample)	Each	
46.	Vim Lemon Classic 500 gm Pouch (or equivalent)(as per Sample)	Each	
47.	Wall Clock (Champion) (or equivalent)	Each	
48.	Washing Powder(Ariel/Brite 70 gm) (or equivalent)	Each	
49.	Wiper Large Size with Steel Handle Superior Quality (or equivalent)	Each	
50.	Cell Energizer AA (or equivalent)	Each	
51.	Cell Energizer AAA (or equivalent)	Each	
52.	Bucket Plastic (16 liter) (or equivalent)	Each	
53.	Dust Bin (Large-Nylon) (or equivalent)	Each	
54.	Paddle Basket Large (or equivalent)	Each	
55.	Soap Dispenser (Manual) (or equivalent)	Each	
56.	Water Filter Cartridge – Installation with Complete Set (or equivalent)	Per set	
57.	File Tray Plastic (or equivalent)	Each	
58.	Table Glass 8 mm Brown (or equivalent)	Per sq.ft	
59.	Table Glass 8 mm white (or equivalent)	Per sq.ft	
60.	Cell DD Size 1.5 Energizer (or equivalent)	Each	
61.	Automatic Air freshener (Air Wick) (or equivalent)	Each	
62.	Dry Mope with Steel Handle (or equivalent)	Each	
63.	Hygiene Tissue Dispenser Boxes (Superior Quality) (or equivalent)	Each	
Electric Items			
64.	Dura Duct Adam jee 20 Number (or equivalent)	Each	
65.	A.C Circuit Braker Shoe 20 Amps Busch (or equivalent)	Each	
66.	Bulb Zero watts (Red & Green) (or equivalent)	Each	
67.	Electric Kettle Stainless Steel (Steel Body) Automatic-Imported (Large Size)	Each	

	1.7liters WestPoint (as per Sample)			
68.	Electric Kettle Stainless Steel (Steel Body) Automatic-Imported (Large Size) 1.7liters Deuron (as per Sample)		Each	
69.	LED Bulb 07 Watts (Screw/pin) (as per Sample)		Each	
70.	Light Power Plug 5 Amps. With Box (K.M/JPI/NB/G&S/HERO NO.1 (as per Sample)		Each	
71.	Multi Plug-2-Pin 15 Amp (or equivalent)/ as per sample		Each	
72.	Multi Plug 3 Pin 15 Amp-250 (or equivalent)(as per Sample)		Each	
73.	Power Plug 10 Bie. With Box (or equivalent) (as per Sample)		Each	
74.	Remote bell cell (or equivalent)		Each	
75.	Power Plug 40 Amps. With Box Pore Saline Base (K.M/ JPI/NB/G&S/ HERO NO.1 (as per Sample)		Each	
76.	Electric Bell (Voye) imported (or equivalent)		Each	
77.	Starter (Philips) S-2 (or equivalent)		Each	
78.	Starter (Philips) S-10 (or equivalent)		Each	
79.	Three Pin Shoe 15 Amps. (K.M/JPI/NB/G&S/HERO NO.1 (as per Sample)		Each	
80.	Tube Light Rod (Philips) 20 watts White (as per Sample)		Each	
81.	Tube light Rod (Philips) 40 watts White (as per Sample)		Each	
82.	Two Pin Shoe 5 Amps (K.M/JPI/NB/G&S/HERO NO.1 or equivalent)		Each	
83.	Aerosol Dispenser Auto Spray Machine Large Size Superior Quality (or equivalent)		Each	
84.	Electric Wire 7 x 29 coll 90 meter (Double Core) (or equivalent)		Each Coil	
85.	Electric Wire 3 x 29 coll 90 meter (Double Core) (or equivalent)		Each Coil	
86.	Electric Wire 7 x 44 coll 90 meter (Double Core) (or equivalent)		Each Coil	
87.	Electric Wire 7 x 36 coll 90 meter (Double Core) (or equivalent)		Each Coil	
88.	Electric Tube Rod Chock 40 Watts Philips / Hitachi (or equivalent)		Each	
89.	Electric Tube Rod Chock 20 Watts Philips / Hitachi (or equivalent)		Each	
90.	Soap Dispenser (Automatic) / Large Size Superior Quality (or equivalent)		Each	
91.	Electric Tape (or equivalent)		Each	
92.	LED Tube Light small size 20-watts (Phillips / Osaka) (or equivalent)		Each	
93.	LED Tube Light Large size 40-watts (Phillips / Osaka) (or equivalent)		Each	
94.	Exhaust Fan 10" (Pak Fan /Younas Fan /GFC Fan) Iron Body (or equivalent)		Each	
95.	Exhaust Fan 8" (Pak Fan /Younas Fan /GFC Fan) Plastic Body (or equivalent)		Each	
96.	Exhaust Fan 6" (Pak Fan /Younas Fan /GFC Fan) Plastic Body (or equivalent)		Each	
97.	Electric Heater Single Rod (NTN) (or equivalent)/ as per sample		Each	
98.	Electric Fan heater (Black & Decker)(or equivalent)/ as per sample		Each	
99.	Electric Fan heater (National)(or equivalent)/ as per sample		Each	

100.	Breaker 3 Phase for AC		Each	
101.	Bracket fan Plastic Body (Pak Fan/Younas Fan / GFC Fan) 18" (or Equivalent)		Each	
102.	Pedestal fan Louver Plastic Body as per sample		Each	
103.	Pedestal fan Iron Body (Pak Fan) as per sample		Each	
Crockery/Items				
104.	Curry Plates (Imported) China Superior Quality (as per Sample)		Pack of Six	
105.	Fork for Dinning Stainless Steel (Superior Quality) (as per Sample)		Pack of Twelve	
106.	Jug (Toyo Nasic) with Cover (or equivalent)(as per Sample)		Each	
107.	Milk Pot Boom Chine Superior Quality in white (or equivalent)		Each	
108.	Quarter Plate (Imported) China Superior Quality (or equivalent)		Pack of Six	
109.	Rice Plate (Imported) China Superior Quality (as per Sample)		Pack of Six	
110.	Rice Spoon Stainless Steel (Superior Quality) (as per Sample)		Pack of Twelve	
111.	Sugar Pot Superior Quality in white (or equivalent)		Each	
112.	Tea Cup with Saucers Boom China Superior Quality (as per Sample)		Pack of Six	
113.	Tea Cups with Saucers Royal of London (or equivalent)		Pack of Six	
114.	Tea Cup with Saucers Boom China in White Superior Quality (or equivalent)		Pack of Six	
115.	Tea Spoon Stainless Steel (Superior Quality), (as per Sample)		Pack of Twelve	
116.	Tea Tray Stainless Steel (Fine Quality) for 6 cups (or equivalent)		Each	
117.	Tea Tray Plastic (Fine Quality) for 4 cups (or equivalent)		Each	
118.	Tea Tray Plastic (Superior Quality) for 6 cups (or equivalent)		Each	
119.	Tumbler (Toyo Nasic fine quality 280ml) (or equivalent)		Pack of Six	
120.	Tumblers (Imported) China Superior Quality 300 ml (or equivalent)		Pack of Six	
121.	Water Cooler Rahber (12-Liter)-Superior Quality (as per Sample)		Each	
122.	Water Cooler Rahber (8-Liter)-Superior Quality (as per Sample)		Each	
123.	Fruit Knife Steel (or equivalent)		Each	



Government of Pakistan
FINANCE DIVISION
(Services-II Section)

LIST OF STATIONARY ITEMS

S. No	Name of Items	If any quoted model / brand	Accounting Unit	Rate inclusive of all taxes
1.	Ball Point Piano 0.8 mm (or sample)		Each Pkt.	
2.	Ball Point Crystal Piano (or sample)		Each Pkt.	
3.	Ball Pen Signature (or equivalent)		Each Pkt.	
4.	Ball Pen M&G Gel Pen (Sl) (or equivalent)		Each Pkt.	
5.	Ball Pen M&G Expert Gel Pen (or equivalent)		Each Pkt.	
6.	Ball Pen Pilot HI-Tec point V10 Grip (or equivalent)		Each Pkt.	
7.	Ball Pen Uniball Signo UM-120 (or equivalent)		Each Pkt.	
8.	Ball Pen Uniball Eye fine UB-157 (or equivalent)		Each Pkt.	
9.	Ball Pen Uniball Fine Deluxe UB-177 (or equivalent)		Each Pkt.	
10.	Ball Pen Schneider 0.5 mm one Business (or equivalent)		Each Pkt.	
11.	Binder Clip 19 mm (Deli) (or equivalent)		Each.	
12.	Binder Clip 25 mm (Deli) (or equivalent)		Each.	
13.	Binder Clip 41 mm (Deli) (or equivalent)		Each.	
14.	Binding Sheet Plastic A4 Size (180 Micron) IBCO (or equivalent)		Each.	
15.	Binding tape 2"x 13 Meters (Quality Brand) (or equivalent)		Each.	
16.	Box File Full Size Executive (or equivalent)		Each.	
17.	Butter Paper (Superior Quality). Size 30" x 40" (500 Sheet) (or equivalent)		Per Packet.	
18.	Color Paper (80 Gram Imported 500 Sheets (Superior Quality) (sample)		Per Ream.	
19.	Computer Paper 11" x 15" 80 GM (Box of 1600 Sheets) Ruled (Imported) (in green line) (sample)		Per Box.	
20.	Cut Boxes (Different Sizes) China Plastic (PILON) (or equivalent)		Each	
21.	Calculator Casio (14-Digits) Casio (or equivalent/sample)		Each	
22.	Dak Book Large A4 Size (200 Pages) (or equivalent)		Each	
23.	Dak Pad Superior (Lock Type) (or equivalent/sample)		Each	
24.	Diary Register No.12 (TAYABA) (or sorequivalent/ample)		Each	
25.	Diary Stand Marble (or equivalent)		Each	
26.	Dollar Ink Medium (Blue, Black, Red & Green) (or sample)		Each	
27.	Double Hole Punch Medium (or sample)		Each	
28.	Double Hole Punch (HD) Superior (or equivalent/sample)		Each	
29.	Drafting Pad alfalah #1248 (Imported Paper) (or equivalent)		Each	
30.	Drafting Pad alfalah #1237 (Imported Paper) (or equivalent)		Each	
31.	Drafting Pad Lucky DPS M7 100 (Imported Paper) (or equivalent)		Each	
32.	Duster for white Board (Superior Quality) (or equivalent)		Each	
33.	Engagement Stand Plastic A4 Size fine Quality (or equivalent)		Each	

34.	Envelope cloth line file size white (Superior) (Imported papers) (or equivalent)	Each
35.	Envelope S.E. 5 Kraft (or equivalent/sample)	Each Pkt 100 Nos.
36.	Envelope S.E. 6 Kraft (or equivalent/sample)	Each Pkt 100 Nos.
37.	Envelope S.E. 8 Kraft (or equivalent/sample)	Each Pkt 100 Nos.
38.	Envelope (White) 10"x12" (Imported 100 Gram) (or equivalent)	Each Pkt 100 Nos.
39.	Envelope (White) 7 ½ "x 5 ½ " (Imported 100 Gram) (or equivalent)	Each Pkt 100 Nos.
40.	Envelope (White) 9"x4" (Imported Papers 100 Gram) (or equivalent)	Each Pkt 100 Nos.
41.	Envelope (White) file size (Imported 100 Gram) (or equivalent)	Each Pkt 100 Nos.
42.	Eraser AL-30 Pelikan (or equivalent)	Each
43.	Fax Film Roll KX-FA57 E (Genuine) For Panasonic Fax Machine	Each
44.	Fax Paper Roll 30 Meters (or equivalent)	Each
45.	File Board A4 Size (Shaheen Brand) (or equivalent)	Each
46.	File Flapper Cloth lined (or equivalent)	Each
47.	File Cover 300 GMS Blue Card Board Imported (As per sample) (or equivalent)	Each
48.	File Separator Set of 20 Pieces Plastic (or equivalent/sample)	Per Set
49.	File Separator Set of 30 Pieces Plastic (or equivalent/sample)	Per Set
50.	File Register (Tayyaba) No.3 (or equivalent)	Each
51.	Foot Scale 12" Steel	Each
52.	File Flag Different Colors (or equivalent)	Each
53.	File Box A4 Size 35 MM Plastic Kobest F1235 (or equivalent/sample)	Each
54.	Glue Stick Choice (Medium) 21 Gram Deli (or equivalent/sample)	Each
55.	Glue Stick Choice (Large) 40 Gram Deli Group (or equivalent/sample)	Each
56.	Ivory Card A4 Size 160 Grams (or equivalent)	Each
57.	Laminating Sheets IBCO Product (Size 75mm x100mm (Packet of 100 Sheets) (or equivalent)	Each packet
58.	Log Book (Full Size) (or equivalent)	Each
59.	Masking Tape 1"x 35 Yds. (ABRO) (or equivalent/sample)	Each
60.	Masking Tape 2"x 35 Yds. (ABRO) (or equivalent/sample)	Each
61.	Marker 70/90 Allmark Dollar (or equivalent)	Each
62.	Marker Silver & Gold (Large) (or equivalent)	Each
63.	Marker White Board (Snowman) (or equivalent)	Each
64.	Movement Register (Tayyaba) (or equivalent)	Each
65.	Neck Band (Standard Size)/ID Card Dori (Color dark green as per sample) (or equivalent)	Each
66.	Note sheet Pad A4 Size 80 Gram (80 Sheets) (Imported Paper) (or equivalent)	Per Pad
67.	Plastic Card Pouch (or equivalent)	Each
68.	Paper Clip 30 MM (or equivalent)	Packet
69.	Paper Cutter Steel (or equivalent/sample)	Each
70.	Paper Pin (Elephant) 28 Gram (or equivalent)	Packet

71.	Packing Tape-2" x72 P.V.C. (Nichiban) (or equivalent/sample)	Each	
72.	Paper/Knife Cutter Medium SDI No. 426 (or equivalent/sample)	Each	
73.	Paper/Knife Cutter (Blade) SDI (or equivalent)	Each	
74.	Pencil Goldfish-6000 Executive with Eraser (or equivalent)	Per Dozen	
75.	Pen Holder Dux-240 (Superior Quality) (or equivalent)	Each	
76.	Pencil Sharpener (HD)K.W. 307A (or equivalent)	Each	
77.	Pen Stand Marble (Large) (or equivalent)	Each	
78.	Pen Stand (Marble Green) with Diary Stand (or equivalent)	Each	
79.	Peon Book (Small) 96 Pages (or equivalent)	Each	
80.	Photostat Paper 70 Gram A4 Size Imported (Paper One) 500 Sheets (or equivalent/sample)	Per Ream	
81.	Photostat Paper 70 Gram A4 Size Imported (BLC Smartest) 500 Sheets (or equivalent/sample)	Per Ream	
82.	Plastic File Rail Grip No.842-6 Alfalah (or equivalent)	Each	
83.	Plastic File Slid Bar (Nokya) A-074 (or equivalent)	Each	
84.	Plastic folder two sides Transparent Nokia 021 (or equivalent)	Each	
85.	Power Clip File Nokya No.064 (or equivalent)	Each	
86.	Post it Not Pad 3"x2" PRONOTI (or equivalent)	Each	
87.	Post it Not Pad 3"x3" PRONOTI (or equivalent)	Each	
88.	Post it Not Pad 3"x4" PRONOTI (or equivalent)	Each	
89.	Photo Glassy Paper Sheet 200/210 GM (Superior Quality) (or equivalent)	Each Sheet	
90.	Register Ruled - Different sizes (Local Papers (Lucky Brand) (or equivalent)	Per No.	
91.	Register Ruled - Different sizes (Imported Papers (Lucky Brand) (or equivalent)	Per No.	
92.	Ribbons for Printronix Printer (P-8000) (or equivalent)	Each	
93.	Ring Binder A4 Size Deli No. 5383 (or equivalent/sample)	Each	
94.	Ring Binder A4 Size Deli No. 5387 (or equivalent/sample)	Each	
95.	Ring Binder Nokia ½ Ring A4 Size Nokya 073 (or equivalent/sample)	Each	
96.	Ring Binder A4 Size Nokya No. 074 (or equivalent/sample)	Each	
97.	Ring File D 2 Ring Xing PVC 1314 NK (Nokya) (Blue & White) A4 Size (or equivalent/sample)	Each	
98.	Rubber Band (Superior Quality) (or equivalent)	Packet	
99.	Scissor (M&G) (or equivalent/sample)	Each	
100.	Scotch Tape 1 x 50 Yds. (or equivalent/sample)	Each	
101.	Scotch Tape 2 x 50 Yds. (or equivalent/sample)	Each	
102.	Sharpener Plastic Germany (or equivalent)	Each	
103.	Silk Ribbon Superior 1"x 1 Meter (or equivalent)	Per Meter	
104.	Single Hole Punch Steel With Soft Grip (or equivalent/sample)	Each	
105.	Single Hole Punch Steel With Soft Grip Large (or equivalent/sample)	Each	
106.	Singe Hole Punch (Heavy Duty) K.W. 97 DO (or equivalent/sample)	Each	

107.	Slip Book Cover Green (Rexine Inside Pocket) Size 5½ x 8 (or equivalent)	Each	
108.	Spiral Binding Ring 6 mm. (or equivalent)	Each	
109.	Spiral Binding Ring 8 mm. (or equivalent)	Each	
110.	Spiral Binding Ring 10 mm. (or equivalent)	Each	
111.	Spiral Binding Ring 12mm. (or equivalent)	Each	
112.	Spiral Binding Ring 14 mm. (or equivalent)	Each	
113.	Spiral Binding Ring 18 mm. (or equivalent)	Each	
114.	Spiral Binding Ring 20 mm. (or equivalent)	Each	
115.	Spiral Binding Ring 22 mm. (or equivalent)	Each	
116.	Spiral Binding Ring 28 mm. (or equivalent)	Each	
117.	Spiral Binding Ring 32 mm. (or equivalent)	Each	
118.	Spiral Note Book Pocket Size (or equivalent)	Each	
119.	Spiral Note Book Medium Size 004 (100 Sheet) (or equivalent)	Each	
120.	Spiral Note Book Orion 6x4 (or equivalent/sample)	Each	
121.	Stamp Pad Ink Crystal (or equivalent)	Each	
122.	Stamp Pad (Lancer) 7x11 cm (or equivalent/sample)	Each	
123.	Staple Machine K.W. 5871 (sample)	Each	
124.	Staple Machine K.W. 5675 (sample)	Each	
125.	Staple Machine Heavy Duty K.W. 50 LE (sample)	Each	
126.	Staple Pin Dollar No.10 (or equivalent)	Packet	
127.	Staple Pin Dollar 24/6 (or equivalent/sample)	Packet	
128.	Staple Pin 8 MM (Rapid) (or equivalent)	Packet	
129.	Staple Pin 13 MM (WASHIN) (or equivalent)	Packet	
130.	Staple Pin 15 MM (WASHIN) (or equivalent)	Packet	
131.	Staple Pin 17 MM (WASHIN) (or equivalent)	Packet	
132.	Staple Pin 20 MM (WASHIN) (or equivalent)	Packet	
133.	Staple Pin Remover K.W. 5080 (or equivalent/sample)	Each	
134.	Stock/Issue Register No.12 (or equivalent/sample)	Each	
135.	Summary/Computer Paper 80 Gram Imported A4 Size 500 Sheet (BLC Smartest) (or equivalent/sample)	Per Ream	
136.	Summary/Computer Paper 80 Gram Imported A4 Size 500 Sheet (Paper One) (or equivalent/sample)	Per Ream	
137.	Summary /Computer Paper 80 Gram Imported full Scape/Legal Size 500 sheets (Paper One) (or equivalent/sample)	Per Ream	
138.	Summary /Computer Paper 80 Gram Imported full Scape/Legal Size 500 sheets (Green) (Paper One) (or equivalent/sample)	Per Ream	
139.	Summary Paper 100 Gram Imported A4 size 500 sheets (Brilliant White Superior) (or equivalent/sample)	Per Ream	
140.	Sutli	Per K.G.	
141.	Text marker Pelikan 490 (Highlighter) (or equivalent)	Each	
142.	Tag Cotton 5" (50 in a Bundle) Superior Quality (or equivalent)	Per Bundle	
143.	Table Diary (Friend) (or equivalent)	Each	
144.	Table Set Rexine Kaligon No.5 (or equivalent/sample)	Per Set	
145.	Table Set Leather Kaligon No.04 (or equivalent/sample)	Per Set	
146.	Table Set (Green Marble) 09 Pieces Superior (or equivalent)	Per Set	
147.	Tape Dispenser (Small) K.W. No.3310 (or equivalent)	Each	

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		Packet	
148.	Tracing Paper 210 x 297 A4 size 250 sheets 90 x 95 Grams (gateway) (or equivalent)	Each	
149.	UHU Tube 35 ml. (or equivalent)	Each	
150.	UHU Tube 60 ml. (or equivalent)	Each	
151.	UHU Tube 125 ml. (or equivalent)	Each	
152.	Uni Correction Pen (or equivalent sample)	Per Ream	
153.	White Offset Imported Paper 80 Gsm Size 23 x 36	Each	
154.	White Fluid Pelikan Blanco (or equivalent)	Each	
155.	White Board Size 24" x 36" (or equivalent)	Each	
156.	White Board Size 36" x 48" (or equivalent)	Each	
157.	White Board Stand 1" (or equivalent)	Each	
158.	Wrapping sheet 80 Gram 35" x 46" (Brown) (or equivalent)	Per Sheet	

LIST OF COMPUTER ACCESSORIES

S. No	Name of items	If any quoted model / brand	Accounting Unit	Rate inclusive of all taxes
1.	Flash Drives (08 GB) (Steel Body) (or equivalent)		Each	
2.	Flash Drives (16 GB) (Steel Body) (or equivalent)		Each	
3.	Flash Drives (32 GB) (Steel Body) (or equivalent)		Each	
4.	Flash Drives (64 GB) (Steel Body) (or equivalent)		Each	
5.	16 GB USB Card With Custom Transfer Printing and with leather cover with logo (As per sample) (or equivalent)		Each	
6.	Key Boards (USB Port, PS/2) Dell/HP (or equivalent)		Each	
7.	Key Board (Wireless) A4 Tech		Each	
8.	Mouse (Laser) Dell/HP (or equivalent)		Each	
9.	Lazer Mouse (Wireless) A-4 Tech		Each	
10.	Mouse Pad (or equivalent)		Each	
11.	Electric Extension Lead 05 Meters (With Ten Points) (or equivalent)		Each	
12.	Electric Extension Lead 10 Meters (With Ten Points) (or equivalent)		Each	
13.	USB Extension Lead for Data Cable (or equivalent)		Each	
14.	TV Device for L.C.D. (DANY) (or equivalent)		Each	
15.	TV Device for Monitor (DANY) (or equivalent)		Each	
16.	CD (R) 700 MB Sony (or equivalent) (Casing Individual)		Each	
17.	CD (RW) 700 MB Sony (or equivalent) (Casing Individual)		Each	
18.	DVD (R) 4.7 GB Sony (or equivalent)		Each	
19.	DVD (RW) 4.7GB Sony (or equivalent)		Each	
20.	Cat-5 Wire (One Spool) (or equivalent)		Each	
21.	Computer Power Cable (two pin) (best quality) (or equivalent)		Each	
22.	Printer Data Cable (USB) (or equivalent)		Each	
23.	LCD Display Cable VGA Cable (or equivalent)		Each	
24.	HDMI VGA Cable (or equivalent)		Each	
25.	DVD (R) 8.00 GB Sony (or equivalent)		Each	
26.	DVD (RW) 8.00 GB Sony (or equivalent)		Each	
27.	Internet Cable 3 Meters with Connectors UTP Cat-6.6 mm (or equivalent)		Each	
28.	Internet Cable 6 Meters with Connectors UTP Cat-6.6 mm (or equivalent)		Each	
29.	Internet Cable 10 Meters with Connectors UTP Cat-6.6 mm (or equivalent)		Each	
30.	Small Desktop Speaker Set (Audionic) or equivalent (or equivalent)		Each	
Computer Stationary (Inks and All kinds of Toners)				
31.	Color Inks for Epson Printer Cyan, Magenta, Yellow (Original)		Complete Set	
32.	Toner Cartridge KMB-2085 Genuine for Panasonic Fax Machine (Original)		Each	
33.	Toner Cartridge KX-FA83 E Genuine for Panasonic Fax Machine (Original)		Each	
34.	Toner Cartridge KX-FL T-88A Genuine for Panasonic Fax Machine (Original)		Each	
35.	Toner for Panasonic Fax Machine KXMB-2030 (Original)		Each	

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36.	Toner for Panasonic Fax Machine KXF-422 (Original)		Each	
37.	Toner for Panasonic Fax Machine KX2120 (Original)		Each	
38.	Toner for Fax Machine HP Pro MFP M130fn (Original)		Each	
39.	Toner for Fax Machine Samsung MLT-D1115 (Original)		Each	
40.	Toner for Fax Cartridge Ricoh SP210SF (Original)		Each	
41.	Toner for Fax Machine Ricoh SP 311 SFN (Original)		Each	
42.	Toner for Photocopier Machine E-Studio-3018 A Toshiba		Each	
43.	Toner for Photocopier Machine Konica TN 114 (Original)		Each	
44.	Toner for Photocopier Machine Toshiba Studio 161 (Original)		Each	
45.	Toner for Photocopier Machine Rex Rotary (MP-6002) (Original)		Each	
46.	Toner for Photocopier Machine Kyocera/Yashica K.M. 3530 and 4035 (Original)		Each	
47.	Toner for Photocopier Machine Kyocera K.M. 3540 (Original)		Each	
48.	Toner for Photocopier Machine MINOLTA 302-A (Original)		Each	
49.	Tone for Photocopier Machine MINOLTA-303-A (Original)		Each	
50.	Toner for Digital Photocopier Machine Konica Minolta 7272 (TN 601 (7165) (Original)		Each	
51.	Toner for Digital Photocopier Machine Konica Minolta bizhub-350 (TN-311) (Original)		Each	
52.	Toner for Digital Photocopier Machine Konica Minolta bizhub-351 (Original)		Each	
53.	Toner for Photocopier Machine Konica (TN-414) (Original)		Each	
54.	Toner for Photocopier Machine Panasonic DP-4530 (TU 24D) (Original)		Each	
55.	Toner for Photocopier Machine Panasonic DP-3030 (TU-15E) (Original)		Each	
56.	Toner for Photocopier Machine Panasonic DP-8045 (T DQ TU-33R) (Original)		Each	
57.	Toner for Photocopier Machine Gestetner SP-5200 (Original)		Each	
58.	Toner for Photocopier Machine Konica Minolta (Bizhub 554e) (Original)		Each	
59.	Toner for Photocopier Machine Konica Minolta Bizhub-287 (Original)		Each	
60.	Toner for Photocopier Machine Konica Minolta (Bizhub 367) (Original)		Each	
61.	Toner for Photocopier Machine (HD) Konica Minolta (Bizhub 558e) (Original)		Each	
62.	Toner for Photocopier Machine Toshiba Digital Model E-Studio-3518A (Original)		Each	
63.	Toner for HP LJ 606 Computer Printer (Original)		Each	
64.	Toner for HP LJ Computer Printer Pro 400 (M-401) 80-A (Original)		Each	
65.	Toner for HP LJ 1000/1200/3300 Computer Printers (C7115A) (Original)		Each	
66.	Toner for HP LJ 1300 Computer Printer (Q2613A) (Original)		Each	
67.	Toner for HP LJ 1320 Computer Printer (Q5949A) (Original)		Each	
68.	Toner for HP LJ 2015 Computer Printer (Q7553A) (Original)		Each	
69.	Toner for HP LJ 2055/2035 Computer Printer (CE505A) (Original)		Each	
70.	Toner for HP LJ 90-A Computer Printer (CE390A) (Original)		Each	
71.	Toner for HP LJ Computer Printer (Pro M402dn) 26-A (Original)		Each	
72.	Toner HP LJ 1010/1020 Computer Printers (Q2612-A) (Original)		Each	
73.	Toner for HP LJ Pro MFP M127 fn Printer (Original)		Each	
74.	Toner for HP LJ Pro M227 fn Printer (Original)		Each	

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75.	Toner for HP LJ MFP-137-FNW—107A (Original)		Each	
76.	Toner for HP LJ 59-A Printer (Original)		Each	
77.	A Complete Set of Toners for HP LJ 277 DVO Computer Printer (Original)		Complete Set	
78.	A complete Set of toners for HP CLJ 477 Printer (Original)		Complete Set	
79.	A complete Set of toners for HP MFP 181 Printer (Original)		Complete Set	
80.	A complete Set of toners for HP CLJ CP-1215 Printer(Original)		Complete Set	
81.	A complete set of four toners for Color Printer C-510 Lexmark (Original)		Complete Set	
82.	A complete set of four toners for Color Printer Pro 400 (Original)		Complete Set	
83.	A complete set of four toners for Color Printer Pro 454dn (Original)		Complete Set	
84.	Toner for HP LJ 500 M551 for Color Printer (Original)		Complete Set	
