

Annex 1: List of Office Supplies/Office Consumables
For the Establishment of a Non-Fixed Price Framework Agreement for 2 Years

SL	Description of Items
1	A4 Size Offset Paper 80gm, (Original, No. 1 Quality)
2	Legal Size Offset Paper 80gm, (Original, No. 1 Quality)
3	A4 Normal Paper 80 gm (Original, No.1 Quality)
4	Art Paper 100 gm (Original, No. 1 Quality)
5	Brown Paper 100 gm
6	Color Paper (Different color) (Good Quality)
7	Poster Paper, Multi Color
8	Binder Clip -19 mm (1 Box =1 Dozen)
9	Binder Clip -32 mm (1 Box =1 Dozen)
10	Binder Clip -41 mm (1 Box =1 Dozen)
11	Binder Clip -52 mm (1 Box =1 Dozen)
12	Board Pin - Multi Color
13	Masking Tape (1") USA Original
14	Masking Tape (2") USA Original
15	Carton Tape (2") - White Color (USA Original), 70 yard
16	Carton Tape (2.5") - Brown Color (USA original), 70 yard
17	Carton Tape (2.5") - White Color (USA original), 70 yard
18	Carton Tape -2" Brown Color (USA original), 70 yard
19	Scotch Tape / Magic Tape (Original, Good Quality)
20	Box File- Paper (Good Quality)
21	Button File (Good Quality)
22	Calculator-12 Digit
23	Clip Board A4 Size, Single Part
24	Clip Board Legal Size, Single Part
25	Clip Board A4 Size, Double Part
26	Duster Cloth (Good Quality)
27	Duster-Board Duster (Foam)
28	Envelop Brown, Size(10"x14") Liner, 150 gsm Paper
29	Envelop Brown, Size(5"x11")Liner, 150 gsm Paper
30	Envelop Brown, Size (6"x12")Liner, 150 gsm Paper
31	Envelop Brown, Size (10"x12")Liner, 150 gsm Paper
32	Envelop Brown, Size (12"x16")Liner, 150 gsm Paper

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33	Envelop Brown, Size (14"x18")Liner, 150 gsm Paper
34	Envelop. Color : Yellow/ White. Size 5"x11"
35	File Divider (Good Quality)
36	Flip Chart 80 gm (30 Pages) (Good Quality)
37	Flip Chart 80 gm (50 Pages) (Good Quality)
38	Glue Stick- 15 gm (Good Quality)
39	Gamcha Big Size (6 feet x 3 feet)
40	Highlighter- Different Color (Standard)
41	Index File/ Gangue File-2" (Good Quality)
42	Index File/Gangue File-3" (Good Quality)
43	Jem's Clip-Multi Color(Plastic) (Good Quality)
44	Jem's Clip-Steel (Good Quality)
45	Magazine File/Corner Cutting Box (Made by Plastic)
46	Magazine File/Corner Cutting Box (Made by Paper)
47	Marker -Permanent (Different Color) (Good Quality)
48	Marker -White Board (Different Color) (Good Quality)
49	Spiral Note Book - (30 Sheet)
50	Spiral Note Book - (50 Sheet)
51	Spiral Note Book - (80 Sheet)
52	Name Tag
53	Pen Holder Metal Mesh Net
54	Pen -Ball Pen (Different Color) (good Quality)
55	Pen- Gel Pen (Different Color) (good Quality)
56	Sign Pen - Different Color
57	Wooden Pencil- HB2 (Good Quality)
58	Wooden Pencil- HB4 (Good Quality)
59	Pin Remover (Good Quality)-small size
60	Pin Remover (Good Quality)-Big size
61	Posted Pad Color (3"x2") Different Color
62	Posted Pad Color (3"x3")Different Color
63	Paper Basket-Steel
64	Pencil Battery Size: AAA
65	Pencil Battery Size: AA
66	Report File Cover (Good Quality)
67	Ring File

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68	Register Book, Size 8 (200 Page/100 sheet)
69	Register Book, Size 10 (320 Page/160 sheet)
70	Register Book , Size 12 (500 Page/250 sheet)
71	Rubber Band/ Gudder (1 Pkt=100 gm)
72	Scissors Medium Size (Good Quality)
73	Scotch Tape- Size ½" (Original, USA)
74	Sharpener (Good Quality)
75	Stapler Machine, Size-Standard-HD45
76	Stapler Machine, Size-Extra Big, 23/24
77	Stapler Pin 24/6
78	Stapler Pin 23/15
79	File Fastener (Plastic - Good Quality)
80	File Fastener (Steel - Good Quality)
81	VIIP Card (different color: 100 nos. = 1 PKT.)
83	Handrub 250ML
84	Air Freshener, AER Pocket
85	Dish Washing Liquid Bottle (500 ml)
86	Dish Washing Refill (200 ml)
87	Liquid Hand Wash 200ml (Pump)
88	Liquid Hand Wash Refill (170ml)
89	Dishwashing Bar 300g
90	Dish Washing Scrubber Green Big
91	Dish Washing Scrubber, Stainless Steel
92	Toilet Tissue Roll , High quality
93	Facial Tissue, High Quality
94	Duster Towel, High Quality
95	Toilet Brush with holder
96	Floor Brush (For Washroom)
98	Sanitary Napkin, 15 pad in a Packet, Panty System
99	Kitchen Towel Single Roll 2 ply
100	Hand Towel (250X1 ply)
101	Paper Napkin Tissue-13x13, 1 ply 100 Pcs
102	Toilet Cleaner, Size : 1 Liter
103	Floor Cleaner, Size : 1 Liter
104	Glass Cleaner, Size : 350 ML
105	Washing Powder Size : 500 gm
106	Washing Powder Size : 1 Kg
107	Floor Cleaing Mop
108	Double Roller PVA Mop
109	Flower Broom (Ful Jharu)
110	Coffee Jar, size : 200 gm
111	Full Cream Powder Milk, 500 gm pkt.
112	Suger, Size : 1 kg Pkt
113	Organic Red Sugar 1kg Pkt
114	Tea Bag , Size : 100gm, Double chamber 50 Tea Bags per Pack.
115	Green Tea (60 grams)