National Transmission Company of South Africa Bill of Quantities	Template Identifier	
	Document Identifier	
	Effective Date	
	Review Date	

Project Name: SUPPLY AND DELIVER STATIONARY

ITEM NO	PAYMENT REFERS TO	ERP Number	SHORT DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
			TRANSPORTATION				
1			Cost of transport/travelling for normal LDV(Toll fees to be allowed for in tendered	km	1		
2			Transport cost are charged as per the business office to task point				
			STATIONARY				
3			ADHESIVE:GLUE STICK PRITT 43G	ea	1		
4			ADHESIVE:PRESTIK 100G;PRESTIK 100G	ea	1		
5			BIN WST:DUST;RED	ea	1		
6			BINDER LSE LF:2 RING;P/P;VARIOUS	ea	1		
7			BINDER:SLIDE;10 MM	ea	1		
8			BOARD MRKR:WHITEBOARD	ea	1		
9			BOND:WHT PAPER,A4,80G x 5	ea	1		
10			BOOK DSPLY:FLIP FILE,A4,10 POCKET	ea	1		
11			BOOK DUPL:A4;1;100;1 WHITE AND 1 GREEN	ea	1		
12			BOOK DUPL:BATTERY INSPECTION;A4;WHITE	ea	1		
13			BOOK BUS BAR CHANGE OVER(250) NON DUPLICATE, A4	ea	1		
14			BOOK DUPL:EQUIPMENT TOOL LIST;2;100	ea	1		
15			BOOK DUPL:INSPECTION ARIAL;A4;2;100;PINK	ea	1		
16			BOOK DUPL:MINI RISK ASSESSMENT;A6;2;50	ea	1		
17			BOOK DUPL:OPERATING INSTRUCTION;A4;2	ea	1		
18			BOOK DUPL:RISK ASSESMENT;A4;WHITE;GREY	ea	1		
19			BOOK DUPL:WORK PERMIT BOOK;50;WHITE	ea	1		
20			BOOK DUPL:SUBSTATION LOG BOOK, A3, NON DUPLICATE	ea	1		
21			BOOK VEHICLE PRE-INSPECTION,A2	ea	1		
22			BOOK EXRCS:2 QUIRE;A4;192;HARD;PAPER	ea	1		
23			BOOK EXRCS:3-QUIRE;A4;288;HARD;BLACK	ea	1		
24			BOOK EXRCS:A4;HARD	ea	1		
25			BOOK EXRCS:A5;144 PG;SOFT;BLUE	ea	1		
26			BOOK EXRCS:INDEX;A4;192;HARD;BLACK;PLACK	ea	1		
27			BOOK REC:PERMIT;A4;50 SETS	ea	1		
28			BOOK:COUNTER A4 F/M 192 PAGE 2 QUIRE;A4	ea	1		
29			BOOK:REGISTER;RISK ASSESSMENT;A4;100	ea	1		
30			BOOK:STANDARD PADDED;DIARY;A5;HARDCOVER	ea	1		
31			BOX: COLLAPSIBLE STORAGE, TREELINE, TM55	ea	1		
32			CABINET FILE:LEVER ARCH FILING;HT 720 MM	ea	1		
33			CALCULATOR OFFC:DESKTOP;BATTERY	ea	1		
34			CALCULATOR: DESKTOP, LS80 TE,EA	ea	1		
35			CALCULATOR:CD2388 12 DIGIT LARGE DESKTOP	ea	1		
36			CALENDAR:YEAR PLANNER	ea	1		

37			CHARGER BATT:P BEN	ea	1			
38			CLEANER:WHITEBOARD CLEANER;LIQD;BOTTLE	ea	1			
39			CLEANER:WHITEBOARD;LIQD;PLASTIC BOTTLE	ea	1			
40			CLIP PPR:CROXLEY PAPER CLIPS;LG 77 MM	ea	1			
41			CLIP PPR:FOLDBACK CLIPS 19MM NEXX;BLACK	ea	1			
42			CLIP:BONDING;WD 38 X LG 44 X THK 1.2 MM	ea	1			
43			CLIPBOARD:BRIGHT;A4	ea	1			
44			CLIPBOARD:WD 0.0;LG 0.0;MASONITE;VARIOUS	ea	1			
45			CLIPBOARD:WD 210 MM;LG 297 MM;PVC	ea	1			
46			CORRECTION FLUID:PAPER;WHITE	ea	1			
47			DISPENSER:SELLOTAPE HOLDER	ea	1			
48			DIVIDER INDX:FILE DIVIDERS 1 TO 10	ea	1			
49			DIVIDER INDX:PVC COLOURS 10;A4	ea	1			
50			DIVIDER INDX:PVC;A-Z;A4	ea	1			
51			DIVIDER INDX:PVC;FILE 10 TAB;A4	ea	1			
52			DIVIDER INDX:PVC;FILE 1-31;A4	ea	1			
53			DIVIDER INDX:PVC;JAN-DEC;A4	ea	1			
54			DIVIDER INDX:PVC;JAN-DEC;A4	ea	1			
55			DUSTER: WHITE BOARD, LARGE ,EA	ea	1			
56			ENVELOPE:A4;BUSINESS	ea	1			
57			ERASER BRD:DUSTER CHALK WHITEBOARD WOOD	ea	1			
58			ERASER BRD:WHITE BOARD, LARGE	ea	1			
59			ERASER RUBR:SLEEVED;LARGE;MANUAL;WHITE	ea	1			
60			Extra Fine Point, correction pen	ea	1			
61			FILE STNRY:40MM LEVER ARCH;A4;CARDBOARD	ea	1			
62			FILE STNRY:ARCH LEVER;A4;CARDBOARD	ea	1			
63			FILE STNRY:FILE DIVIDERS A-Z;A4;PLASTIC	ea	1			
64			FILE STNRY:FLIP 20 POCKET;A4;PLASTIC	ea	1			
65			FILE STNRY:FLIP 30 POCKET;A4;PLASTIC	ea	1			
66			FILE STNRY:POCKET;A4;PVC;CLEAR;100	ea	1			
67			FILE:FLIP POCKET 20,A4,PLASTIC,CLEAR	ea	1			
68			FILE:LEVER ARCH;70 MM;POLYPROP	ea	1			
69			FILE:QUOTATION FOLDER;A4;PVC;BLUE	ea	1			
70			FILM:CALENDERED WHITE;WD 0.610 X LG 50	ea	1			
71			FOLDER FILE:EXTRA HEAVYWEIGHT;A4;	ea	1			
72			HARDCOVER ; INDEX, SIZE ;A4 ,192 PAGES	ea	1			
73			HARDCOVER: A5, 192 PAGES	ea	1			
74			HIGHLIGHTER ,ASSRTD COLOURS	ea	1			
75			INDEX SHEET SET LSE LF BNDR:A-Z;A4;PVC	ea	1			
76			INSTL SGN:LABELLING;METAL	ea	1			
77			LABEL:460X230;BLACK AND WHITE;SAFETY	ea	1			
78			LABEL:460X230;ORANGE AND BLACK;S	ea	1			
79			LEAD PNCL:0.5 MM;0;40;LEAD	ea	1			
80			LMNT DOC:A1;CLEAR GLOSS	ea	1			
81			MARKER FELT TIP SET:HIGHLIGHTER;GREEN;10	ea	1			
82			MARKER FELT TIP SET:HIGHLIGHTERS;6	ea	1			
83			MARKER FELT TIP SET:LUXOR HIGHLIGHTER;4	ea	1			

84			MARKER FELT TIP SET:WHITEBOARD WALLET;12	ea	1			
85			MARKER FELT TIP SET:WHITEBOARD WB15;10;2	ea	1			
86			MARKER FELT TIP:NON PERMANENT;BLACK;FINE	ea	1			
87			MARKER FELT TIP:PERMANENT;ASSORTED	ea	1			
88			MARKER FELT TIP:SET, PERMANENT;VARIOUS	ea	1			
89			MARKER FELT TIP:WHITE BOARD;ASSORTED	ea	1			
90			MARKER: PAINT ,ASSRTD COLOURS, EA	ea	1			
91			OARD MRKR:PARROT;MAGNETIC;METAL;WHITE	ea	1			
92			ORGANIZER DESK:OFFICE;ROUND;15;BLACK	ea	1			
93			PAD DESK:4X4X4 MM;VARIOUS COLOURS	ea	1			
94			PAD DESK:INFO NOTES;75x75mm MM	ea	1			
95			PAD WRTG PPR:EXAMINATION PAD;A4;WHITE	ea	1			
96			PAD WRTG PPR:VARIOUS;100;NO;NO	ea	1			
97			PAINT:PMUC PAINT MARKER;WHITE;SMOOTH	ea	1			
98			PAPER BOND:A3;WHITE;SHEET;80 G/M2;REAM	ea	1			
99			PAPER BOND:A4;WHITE;SHEET;80 G/M2;REAM	ea	1			
100			PAPER BOND:A4;WHITE;SHEET;80 G/M2;BOX (REAM x5)	ea	1			
101			PEN BALL PNT:BIC CLIC;1 MM;RED;LIQD	ea	1			
102			PEN BALL PNT:BIC;1 MM;BLACK	ea	1			
103			PEN BALL PNT:PENTEL CRYSTAL MM;BLACK	ea	1			
104			PEN BALL PNT:PILOT V;0.7 MM;BLACK	ea	1			
105			PEN BALL PNT:REFILLABLE;M;BLACK;LIQD	ea	1			
106			PEN BALL PNT:REFILLABLE;M;RED;LIQD	ea	1			
107			PEN CORCTN:WHITE;20ML;TIPPEX	ea	1			
108			PEN CORCTN:WHITE;efp MM;BOTTLE	ea	1			
109			PEN: G2 ENERGE, BL G2 ,PILOT,10 BROAD	ea	1			
110			PEN: VBALL, PILOT, 0.7MM	ea	1			
111			PEN: VBALL, PILOTx 2BOX	ea	1			
112			PEN:BIC;BLACK	ea	1			
113			PEN:HYBRID GEL,GRIP,ASSORTED COLORS,EA	ea	1			
114			PEN:PENTAL SUPERB BALLPOINT;BLACK	ea	1			
115			PEN:PENTAL SUPERB BALLPOINT;BLUE	ea	1			
116			PEN:PENTAL SUPERB BALLPOINT;RED	ea	1			
117			PEN:PENTAL SUPERBBALLPOINT;BLACK	ea	1			
118			PEN:PENTEL HYBRID;BLACK	ea	1			
119			PEN:PENTEL PEN ENERGEL ROLLERBALL 0.7MM	ea	1			
120			PEN:RETRACTABLE BALL POINT 1.0MM;BLACK	ea	1			
121			PENCIL MECH:CLUTCH PENCIL REFILL;BLACK	ea	1			
122			PENCIL MECH:PILOT H-245 SHAKER PENCIL	ea	1			
123			PENCIL MECH:TECHNICLICK	ea	1			
124			PENCIL:GRAPHITE LEAD;HB;BLACK;HB	ea	1			
125			PENCIL:HB	ea	1			
126			PENCIL:LEAD;2B;BLACK;BLUE BOX HB	ea	1			
127			PENCIL:PENCIL CLUTCH 0.5MM;N/A;CLEAR	ea	1			
128			PENCIL:PENTEL PENCIL CLUTCH 0.5MM;0.5 MM	ea	1			
129			PENCIL:WOODEN;VARIOUS;LEAD;RUBBER TIPPED	ea	1			
130			PIN DOWL:100 MM;LG 35 MM;STL;STATIONERY	ea	1			

131			PIN DOWL:D5105184F15;1 MM;LG 7 MM;STL	ea	1		
132			POCKET VSB INDX FILE:A4;CLEAR;PLASTIC	ea	1		
133			PUNCH PIN:PAPER PUNCHER TREELINE;40 pg	ea	1		
134			PUNCH PPR:HD	ea	1		
135			PUNCH PPR:PREMIUM P215;6 MM;HAND;LIGHT	ea	1		
136			PUNCH: HEAVY DUTY PREMIUM ,P240,EA	ea	1		
137			REFILL MEMO CUBE:WHITE	ea	1		
138			REMOVER STPL:2 CLAW REXEL EXTRACT IT	ea	1		
139			REMOVER STPL:BANTEX	ea	1		
140			REMOVER STPL:CLAW;CHROME-PLATED STEEL	ea	1		
141			RULER SCAL:RULER 30CM;RULER;RULER	ea	1		
142			RULER:SHATTERPROOF;30 CM;PVC	ea	1		
143			RULER:TREFOIL;30 CM	ea	1		
144			SCISSORS: SMOKED HANDLE, 212MM, EACH	ea	1		
145			SCISSORS:BLUNT NOSE;LG 100 MM;55 MM;SS	ea	1		
146			SCISSORS:LG 220 MM;ORANGE	ea	1		
147			SCISSORS:STRAIGHT SHARP;LG 210;85;SS;1	ea	1		
148			SHREDDING OF ESKOM DOCUMENTS	ea	1		
149			SLEEVE:NEXX A4 FILE POCKET 50'S 80MIC;A4	ea	1		
150			STAPLE:REXEL STAPLES STANDARD;NO 56;STL	ea	1		
151			STAPLE:STAPLES GENMES;WD 26/6 MM;STL;BOX	ea	1		
152			STAPLER:BUDDY;MINI	ea	1		
153			STAPLER:FULLSTRIP;26/6;BLACK;METAL;40	ea	1		
154			STAPLER:HD;GIANT	ea	1		
155			STAPLER:MANUAL STD OFFICE;NO 56, 26/6	ea	1		
156			STAPLER:PAPER;24/6 OR 26/6;2-15 OR 2-20	ea	1		
157			STAPLER:REXEL OFFICE SQUALE;56	ea	1		
158			STAPLER:STATIONERY;NO 56	ea	1		
159			SUPPLY STATIONARY NOTE BOOKS	ea	1		
160			SUPPORT SET STACKG DESK TRAY	ea	1		
161			TAPE ADHSV:DOUBLE SIDED,POLYTHENE,WHITE	ea	1		
162			TAPE ADHSV:DOUBLE SIDED;ADHESIVE TAPE	ea	1		
163			TAPE ADHSV:INSUL;PVC;BLACK	ea	1		
164			TAPE ADHSV:INSUL;PVC;RED	ea	1		
165			TAPE ADHSV:MASKING;WD 24 MM X LG 40 M;75	ea	1		
166			TAPE ADHSV:SELLO;WD 12 X LG 66 MM;VINYL	ea	1		
167			TAPE EMBSG:BLACK ON WHITE;18 MM;8 M	ea	1		
168			TAPE:LABELLING;WD 36MM X LG 8M;PLASTIC	ea	1		
169			TAPE:SELLOTAPE PACKAGING BUFF;48x100 MM	ea	1		
170			TAPE:TRANSPARENT,48MM X 50M MM,PLASTIC	ea	1		
171			TRAY SET DESK:3;LETTER;CLEAR	ea	1		
172			WALLET: DOCUMENT, A4, B3436	ea	1		
0			**TOTAL CARRIED TO SUMMARY**				