



Item No	Description	Quantity	Unit on Measure	Unit Price	Total Price
1	A4 80g White Papers	1	BOX		
2	Sharp 12 Digit Twin Power Calculator	1	BOX		
3	Fold Clips 19mm (12 Clips)	1	BOX		
4	Fold Clips 32mm (12 Clips)	1	BOX		
5	Fold Clips 41mm (12 Clips)	1	BOX		
6	Fold Clips 51mm (12 Clips)	1	BOX		
7	Fold Clips 78mm (12 Clips)	1	BOX		
8	Paper Clips 33mm (100 Clips)	1	BOX		
9	Paper Clips 78mm (100 Clips)	1	BOX		
10	Paper Clips 120mm (100 Clips)	1	BOX		
11	Staples- NO.26/6-5m per carton	1	BOX		
12	Stapler-1108 Desktop Full Strip	1	EACH		
13	Staple Remover	1	EACH		
14	Arch Lever Files A4 70mm (10 per box)	1	BOX		
15	Rainbow board Files Dividers	1	PACK		
16	Black Pen (Claro Croma 1.0MM)	1	BOX		
17	HB Pencil	1	BOX		
18	Pencil Lead 0.5mm	1	BOX		
19	Sign Here Sticker	1	BOX		
20	Finger page turner (4 finger cones)	1	PACK		
21	Whiteboard Marker Bullet Tip (10 per box)	1	BOX		
22	Highlighters (Different Colours10 PSC)	1	BOX		
23	4B Soft Pencil Eraser (PVC 20 PSC)	1	BOX		
24	A4 Counter books 192 pages	1	BOX		
25	A5 Counter books 192 pages	1	BOX		
26	Big Puncher (HDP 2320 2-HOLE PUNCH)	1	EACH		
27	Heavy Duty Stapler (200-Sheet Capacity)	1	EACH		
28	Diaries	1	EACH		
29	Pritt Multi Tack (100g x12)	1	BOX		
30	Memory stick 132 GB	1	EACH		
31	Opti Plan File A4 (Boxes)	1	EACH		
32	Plastic Opti plan filling solutions (Boxes)	1	EACH		
33	Permanent marking pen	1	BOX		
34	Drawing pins (100 Psc)	1	BOX		

35	White Board A2	1	EACH		
36	Clip Boards	1	EACH		
37	A4 Project Board 160 gsm	1	PACK		
38	Sello tape 50mmx66mm (6 Pack)	1	EACH		
39	Tidy File A4 Top Retrieval Expand File with Dispo Clip (Pack Of 25)	1	PACK		
41	Mouse pad	1	EACH		
42	Elastic Rubber bands size 8	1	BOX		
43	Shredder	1	EACH		
44	Pencil Sharpener	1	BOX		
45	Desk Document in and ou tray (plastic 3tier)	1	EACH		
46	Parker black pen	1	EACH		
47	Tipp-ex (3 Pack)	1	PACK		
48	Two Hole Puncher (20 Sheet Capacity - small)	1	EACH		
49	Scissors (220mm Scissor - Orange Handle)	1	EACH		
50	Rulers	1	EACH		
51	Color pens	1	BOX		
52	Red pens (BK77-B red 12 Psc)	1	BOX		
53	Metro files	1	PACK		
54	Filing sleeves (40 Microns 100 Psc)	1			
55	Hard black paper for binding	1	PACK		
56	Hard plastic cover for binding	1	PACK		
57	Plastic binding rings – blue and black	1	BOX		
58	Dividers (Numbers and alphabets)	1	BOX		
60	Index Cards	1	PACK		
61	Folders – Blue	1	PACK		
62	A4 Envelopes - White	1	BOX		
63	A5 Envelopes - White	1	BOX		
64	Glue stick- Pritt	1	PACK		
65	A3 print paper – white	1	PACK		
68	Roller ban pens (black /blue)	1	BOX		
69	Post it note stickers (73x73mm Mix Colors)	1	PACK		
70	Post it note stickers (76x76mm Mix Colors)	1	PACK		
	Total Price				
	15% VAT				
	Total Price including VAT				