

ITEM	SHORT DESCRIPTION	LONG DESCRIPTION	UNIT OF MEASURE	EST. QUANTITY	UNIT RATE (EXCL. VAT)	EST. TOTAL PER YEAR (EXCL. VAT) <i>Unit Rate X Est. Quantities</i>
11.	LAPTOP BACKPACK BAG; 15.6"	15.6" screen size (padded compartment); Material Durable, splashproof polyester; Lining 210D polyester lining; Shoulder Straps Adjustable, padded straps for ergonomic support; Back Padding Breathable back padding; Volkano Boston Series 15.6" Laptop Backpack – Black "or equivalent"	EA	10		
TOTAL AMOUNT (EXCL. VAT)						
ADD VAT @ 15%						
TOTAL AMOUNT (INCL. VAT)						

CATEGORY C: OFFICE REFRESHMENTS

ITEM	SHORT DESCRIPTION	LONG DESCRIPTION	UNIT OF MEASURE	EST. QUANTITY	UNIT RATE (EXCL. VAT)	EST. TOTAL PER YEAR (EXCL. VAT) <i>Unit Rate X Est. Quantities</i>
1.	BISCUIT; Lemon Cream; 200g packet; CTS	BISCUIT - TYPE: Lemon Cream; UNIT PACKAGING: 200g packet; BRAND: Bakers Lemon Creams or equivalent;	EA	49		
2.	BISCUIT; Crunchy Choc Coconut; 200g; CTS	BISCUIT - TYPE: Crunchy Choc Coconut Biscuits; UNIT PACKAGING: 200g carton; BRAND: Bakers Romany Creams Classic or equivalent;	EA	74		
3.	BISCUIT; Romany Creams	BISCUIT - TYPE: Romany Creams Classic Chocolate; UNIT PACKAGING: 200g packet; BRAND: Bakers Romany Creams or equivalent;	EA	25		
4.	BISCUIT; EET-SUM-MORE	BISCUIT - TYPE: EET-SUM-MORE Shortbread; UNIT PACKAGING: 200g packet; BRAND: Bakers EET-SUM-MORE or equivalent;	EA	25		
5.	BISCUIT; Digestives	BISCUIT - TYPE: Wholewheat Digestives; UNIT PACKAGING: 200g packet; BRAND: Bakers Original Digestives or equivalent;	EA	25		
6.	SWEETENER; Artificial Sachet; 100g; CTS	SWEETENER - TYPE: Artificial Sachet; UNIT PACKAGING: 100g carton, 100 stick sachets per carton; BRAND: Canderel or equivalent;	PER BOX	4		
7.	COFFEE; Instant; 1kg Tin; CTS	COFFEE - TYPE: Instant; UNIT PACKAGING: 1kg Tin; BRAND: Nescafe or equivalent;	EA	13		
8.	COFFEE; Instant; 750g Tin; CTS	COFFEE - TYPE: Instant; UNIT PACKAGING: 750g Tin; BRAND: Ricoffy or equivalent;	EA	10		

INITIALS OF CTS OFFICIALS

1

2