

N.O.W: **SUPPLY OF STATIONERY ITEMS AND COMPUTER ACCESSORIES FOR GDA FOR THE YEAR 2021-22**

S. No	Name of it ems	Rate	Unit
1	Paper (Legal) (Computer & Photostat)		Per Rim
2	Paper (A4) (Computer & Photostat)		Per Rim
3	Pen Piano Crystal 0.8mm (Blue)		Per Packet
4	Pen Piano Crystal 0.8mm (Black)		Per Packet
5	Pencil		Per Packet
6	Sharpener		Per No.
7	Eraser		Per Packet
8	Stapler (Medium)		Per No.
9	Scale (Steel) Best Quality		Per No.
10	KC Files (Printed with GDA logo)		Per No.
11	File Cover Hard Board		Per No.
12	File Board with Flapper		Per No.
13	Gum Stick (Large)		Per No.
14	File Tags (Small)		Per Bundle
15	File Tags (Large)		Per Bundle
16	Transparent Tape (3 inch)		Per No.
17	Calculator		Per No.
18	Stapler pins 23/6,		Per Packet
19	Stapler pins 23/8		Per Packet
20	Stapler pins 24/6		Per Packet
21	Common pins		Per Packet
22	Uni-ball Pen (Black)		Per Packet
23	Uni-ball Pen (Blue)		Per Packet
24	Uni-ball Pen (Green)		Per Packet
25	Permanent Marker (Blue)		Per Packet
26	Permanent Marker (Black)		Per Packet
27	Roller Damper / Water Ball		Per No.
28	Paper Cutter		Per No.
29	Plastic Transparent File Cover (A4)		Per Packet
30	Plastic Transparent File Cover (Legal)		Per Packet
31	Binding Tape (3 inch)		PerNo.
32	Colour Paper (A4 size)		Per Packet
33	Colour Paper (Legal size)		Per Packet
34	File Tray (Steel)		Per No.
35	Sticky Note (3"x3")		Per Packet
36	Table Set		Per Set
37	Dak Moving Register		Per No.
38	Dispatch Register		Per No.
39	Daries		Per No.
40	Punch Pin/machine		Per No.
41	File Folder		Per No.
42	Note sheet Pads (Legal Size)		Per No.
43	Drafting Pads (A4 Size)		Per No.
44	Envelop (Small)		PerPacket
45	Envelop (Medium)		PerPacket
46	Envelop (A4)		PerPacket
47	Envelop (Legal)		Per Packet

48	Carrying Bags		Per No.
49	Register DCR Printed		Per No.
50	Highlighter		Per No.
51	Whitener		Per No.
52	Scissor		Per No.
53	Carbon Paper		Per Packet
54	Flags (1.5"x3")(Green)		Per Packet
55	Flags (1.5"x3")(Orange)		Per Packet
56	Flags (1.5"x3")(Yellow)		Per Packet
57	Transfer Register		Per No.
58	P.C Files		Per No.
59	Hard Files		Per No.
60	Paper Clip/ Bulldog Clip		Per No.
61	Board Marker (Blue)		Per Packet
62	Board Marker (Black)		Per Packet
63	Borer		Per No.
64	Stamp Pad (Large Size)		Per No.
65	Stamp Pad Ink (Black)		Per Bottle
66	Stamp Pad Ink (Blue)		Per Bottle
67	Stamp Pad Ink (Red)		Per Bottle
68	Ink (Black) (Large)		Per Bottle
69	Ink (Blue) (Large)		Per Bottle
70	Staple Pin Remover		Per No.
71	Pin Cousion		Per No.
72	Box Files		Per No.
73	Measurement Tape (100 Ft)		Per No.
74	Measurement Tape (300 Ft)		Per No.
75	Printer Toner (HP 80-A)		Per No.
76	Printer Toner (Lesar Jet Pro-400)		Per No.
77	Printer Toner (Epson L -805 (6 Colour Ink Toner Pack)		Per No.
78	Printer Toner Lesar Jet-05A		Per No.
79	Printer Toner 83-A HP		Per No.
80	Printer Toner 53-A HP		Per No.
81	Printer Toner 26-A HP		Per No.
82	Wifi Device		Per No.
83	USB (16 GB)		Per No.

Name and Signature of Supplier / Contractor

Dated: ____/____/2021