

TENDER NOTICE NO. P&GS/-01A,01-B, 01-C& 01-D Misc.-2019.
PRINTING, STATIONERY& Misc. Items

The Federal Government owned Autonomous Corporation invites sealed Tenders valid for the whole year 2019 up to 31.12.2019 from Printers/Stationer and General order Suppliers for supply of specified printing, Stationery & Misc. items on the below noted terms and conditions:-

The total value of the tender is estimated about **01ARs.5Lak,**
01B Rs.5Lakh,01C Rs.4.Lakh &0-1DMisc. Rs.01.Lakh =
Total 15 Lakh.

TERMS AND CONDITIONS

- A. Security amount must be deposited equal to 5% each Slab separately of applied bidding items in the form of CDR by the bidders against receipt.
- B. If the firm supplies sub-standard printing & Stationery items during the period of agreement, the security deposited may be forfeited in the favor of Corporation and legal action will be taken against him.
- C. The firm will be bound to supply the required items at Zonal Office State Life Insurance Corporation Of Pakistan Jhang Zone situated at behind Book Source Civil Line JhangSaddar on the very short notice preferably in the 1st week of each quarter – 2019 against purchase order.
- D. The bidder will have to attach copies of their Company Profile, Experience Certificate, Managerial Capacity, Financial Position, Active NTN & STN with the tender. This is the Evaluation Criteria for prequalification of Bidders.
- E. Income Tax & Sale Tax will be Applicable / Deducted according to (F B R) policies (Govt. of Pakistan).
- F. The all bidder should quote the unit price of bidding items and it is also market driven/printed price on the rapper in case of high rate difference from market driven price state life reserve the right to reject the quotation (even it is lowest).
- G. The successful bidder if not supply the required items state life reserve the right to purchase the required items from the second lowest party and the difference will be recovered from the first successful bidder.
- H. The sealed quotation must be reached, by post/courier/by hand to Incharge (P&GS), State Life Insurance Corporation of Pakistan, Jhang Zone up to **11.00 a.m on 14-03-2019** .The time of opening the bid before the representative of the firms/supplier will be **11:30 a.m (sharp) on 14-03-2019**.The envelope must bear the quotation for **Printing, Stationery or Misc. items** at its right corner for identification.

- I. The State Life reserves the right to cancel any bid or bids without assigning any reason. The quantity of items mentioned in tender may be less or excess during 01.01.2019 to 31.12.2019.
- J. The quotation must elaborate only the unit cost including all Taxes of the specified items while the 01 Pad will be contain on 100 Leave/Sheets.
- K The payment will be made by cheque on receipt of shipment.
- L All Printers are required to print Reference No. (Date and quantity etc.) on each page every time provided by P&GS Department at the time of printing.
- M. For specification of printing, Stationery & Misc. Items please visit www.ppra.org.pk, www.statelife.com.pk or contact to the undersigned.

Deptt./Organization	P&GS/State Life Ins. Corporation of Pakistan Jhang Zone.
Tender Title	Printing, Stationery & Misc. Items
Method of Procurement	Single Stage-One Envelop Procedure
Criteria for Evaluation	Lowest Evaluated Bid
Tender Enquiry No.	P&GS/-01,02,03&Misc. /2019
Tender Description/Specification	Specified Printing, Stationery & Misc. Items As per detailed attached
Tender Closing Date & Time Tender Opening Date & Time	14-03-2019 till 11:00 A.M 14-03-2019 at 11:30 A.M
Person to be contacted	Ghulam Abbas Iqbal Manager P & G S State Life Insurance Corporation of Pakistan Jhang Zone Ph. 047- 9200169-

TENDER NOTICE NO.JZ/P&GS/01/A/ 2019

Sr. No.	NAME OF ITEMS	REQ.QTY YEARLY	SIZE Measurement in Inches	SPECIFICATION
1	Accident Claim Register	05 Reg	13 x 16½	70 gm offset or equivalent (200 Leaves)
2	Accident Claim under policy JZ233	10 Pads	9 1/2 x 7½	68 Gram High Finish or equivalent
3	Accident indemnity benefit form C	10 Pads	8 1/2 X 13	70 gm offset or equivalent
4	Address change advice	50 Pads	8¼ x 5½	68 Gram High Finish or equivalent
5	Adjustment of suspense	200 Pads	7½ x 9½	68 Gram High Finish or equivalent
6	AIB Claim Processing Sheet J.Z 307	25 Pads	8 x 13	68 Gram High Finish or equivalent
7	AIB Claim Requirement Letter	50 Pads	A4 Size	68 gm H.F / equal
8	Alteration Advice M 2 A	400 Pads	7½ x 9½	68 Gram High Finish or equivalent(double side print)
9	Annexure A	100 Pads	8.5x11.5	68Gram High Finish or equivalent
10	Annexure C	100 Pads	8 x 12½	70 Gram offset Paper
11	Annual Statement of Declaration(Agy)	200 Pads	8¼ x 13¼	70 Gram offset or equivalent
12	Annuity claim under policy (J.Z-214)	25 Pads	5½ x 9	68 Gram High Finish or equivalent
13	Anticipated claim J.V	20 Pads	8¼ x11½	68 gm /or equal
14	App KaMaktoob	50 Pads	8¼ x 11¼	68 Gram High Finish or equivalent
15	Application for grant of cash	40 Pads	8¼ x 13	70 Gram Offset or equivalent
16	Application for PromotionSO to SM 50x3	10 Pads	8 1/2 X 13	70 Gram offset or equivalent300 sheet
17	Application for PromotionsSR to SO 50x3	10 Pads	8 1/2 X 13	70 Gram offset or equivalent300 sheet
18	Application for Reg. SR,SO,SM	100 Pads	8¼ x 13¼	75 Gram Offset 2 Ply (double side print)200 sheet
19	Application for Renewalof Registration SR,SO,SM)	100 Pads	8¼ x 13¼	75 Gram Offset or equivalent(double side print)
20	Application to work as S.R	100 Pads	8¼ x 13¼	75 Gram Offset or equivalent(double side print)
21	Attendance Register Cover(Regular) Yellow	150 Nos.	14 X 17	Colour Card 150 gm Imported every card
22	Attendance Register Cover(Late Coming) Pink	150 Nos.	14 X 17	Colour Card 150 gm Imported every card
23	Attendance Sheet (Large)	1000 Sheets	14 X 17	75 Gram Offset or equivalent

24	Attendance Sheet (Small)	1500 Sheets	17 X 7	75 Gram Offset or equivalent
25	Audit Observation Pad	20 Pads	A4 Size	70 gm Color paper Imported
26	Budget Register Sheet(Double Side Print)	1000 Sheets	13 x 11	75 Gram offset /E (Side cut)
27	Calculation Sheet Death	40 Pads	8¼ x 13	68 Gram High Finish or equivalent
28	Calculation Sheet Mty	40 Pads	8¼ x 13	68 Gram High Finish or equivalent
29	Change of Address &Status Change Advice	40 Pad	8¼ x 13¼	68 Gram High Finish or equivalent
30	Change Of Guardian	50 Pad	8¼ x 13¼	70 Gram High Finish or equivalent
31	Change Of Nomination	50 Pad	8¼ x 13¼	70 Gram High Finish or equivalent
32	Toque Dishonor letter Urdu (PHS)	100 Pads	8¼ x 11¼	68 Gram High Finish or equivalent
33	Cheque Forwarding Letter J.Z 17	500 pads	5½ x 8¼	68 Gram High Finish or equivalent
34	CHQ Schedule	25 Pads	8.5 x 11	3 Ply Color Paper Local
35	Claim Covering Letter	50 Pads	8¼ x 11½	70 Gram Offset or equivalent
36	Claim Form A	50 Pads	8¼ x 11½	70 Gram Offset or equivalent
37	Claim Form AIB	50 Pads	8¼ x 13¼	68 Gram High Finish or equivalent
38	Claim Payment Voucher	50 Pads	8¼ x 11¼	68 Gram (White Rose) or equivalent
39	Conveyance Bill	10 Pads	5½ x 8¼	68 Gram High Finish or equivalent
40	D- P.O 6-B	20 Pads	14½ x 9½	68 Gram High Finish or equivalent
41	D.P.O 4-A	50 Pads	8¼ x 11	68 Gram High Finish or equivalent
42	D.P.O 6-A	50 Pads	8¼ x 13¼	68 Gram High Finish or equivalent(double Side Print)
43	D/C Cheque Forwarding J. Z 211	50 Pads	8¼ x 11	68 Gram High Finish or equivalent
44	D/C Processing Sheet(3 Ply Single Print)	10 Pads	8 1/2 x 13	70 Gram Offset or equivalent 300 sheet
45	D/C. J.V	25 Pad	9x 11	68 Gram High Finish or equivalent
46	D/C. Intimation Ledger	05 Reg	13 x 16½	75 Gram Offset or equivalent (200 Sheet)
47	D/C/Letter Urdu	40 Pads	8¼ x 13¼	68 Gram High Finish or equivalent
48	Daily cash Register	10 Reg	Standard Size	75 Gram Offset or equivalent (200 Sheet)
49	Day Dispatch Register (250 Leaves)	20 Reg	Standard Size	75 Gram Offset or equivalent (200 Sheet)
50	Dak Receipt Register (250 Leaves)	20 Reg	Standard Size	75 Gram Offset or equivalent (200 Sheet)

51	Dak Receipt Slip	400 Pads	5½ x 8¼	68 Gram High Finish or equivalent
52	Dewedkabian (Form Alaf)(2 Ply Single Print)	50 Pads	8¼ x 11	75 Gram Offset or equivalent
53	Death claim chequeforwardingletter(Reg./TCS)	50 Pads	8¼ x 11	68 Gram High Finish or equivalent
54	Death claim form A-5	5 Pad	8.5 x13.5	70 Gram Offset or equivalent
55	Death Claim Letter (J.Z-210)	50 Pads	7½ x 10	68 Gram High Finish or equivalent
56	Death claim paid register	05 Reg	13 x16.5	70 Gram Offset or euqivalent (200 Leaves)
57	Death Claim Processing Sheet (Yellow)	5 Pads	8 x 13	3 Ply Single Print Colour Paper 70 gm(Imported) 300 sheet
58	Debit letter medical	20 Pads	8¼ x 11	68 Gram High Finish or equivalent
59	Debit to SR	10 Pads	8¼ x 11	68 Gram High Finish or equivalent
60	Declaration Form field	20 Pads	8¼ x 13¼	70 Gram High Finish or equivalent
61	Declaration Rule – 2002	100 Pads	8¼ x 13¼	70 Gram of set or equal
62	Disability form A	05 Pads	8¼ x 13¼	70 Gram of set or equal
63	Discharge of policy form No.XII	50 Pads	8¼ x 11	70 Gram of set or equal
64	Endorsement PHS/ALT	10 Pads	8¼ x 11	70 Gram of set or equal
65	Envelope Khaki 9 x 4	30000 Nos	9 x 4	Golden Craft Paper or equivalent
66	Envelope Policy Document Size	5000 Nos	10 x 12	Golden Craft Paper or equivalent
67	Envelope X-Ray Size	1000 Nos	15 x 20	Golden Craft Paper or equivalent
68	Envelope File Size	2000 Nos	11½ x 15	Golden Craft Paper or equivalent
69	Envelope White	5000 Nos	5 x 11	75 Gram Offset or equivalent
70	Envelope White (Medical) 5x11	1000 Nos	5 x11	75 Gram Offset or equivalent
71	Three Specimen Signature	100 Pads	8¼ x 11¼	68 Gram High Finish or equivalent
72	File cover office	10000 Nos	22 x 13¼	240 Gram Bleach Card or equivalent withsteel clip + State Life Monogram etc.
73	Form -B (2 Ply single print) 2 x 100	50 Pads	8¼ x 11½	75 Gram Offset or equivalent (200 Sheet)
74	Form D – 2	10 Pads	8 1/2 X 11	68 Gram High Finish or equivalent
75	Form -Jeem (1 Ply)	50 Pads	8¼ x 11½	75 Gram offset or equal
76	Form R - 2	10 Pads	8 1/2 X 11	68 Gram High Finish or equivalent
77	Form Daal (1 Ply)	20 Pads	8¼ x 11½	75 Gram Offset or equivalent(2 - colour print)
78	Health card Agency.	500 Nos	5 x 9½	Colour Card

79	Hospitalization	10 pads	8 x 12	68 Gram High Finish or equivalent
80	Indent Pad	20 Pads	8¼ x 11	68 Gram High Finish or equivalent
81	Inter Office Communication Pad	50 Pads	8¼ x 11	68 Gram High Finish or equivalent
82	Intimation Register (Mty) 200 leave	05 Reg	13 x 16½	75 Gram offset paper or equivalent
83	IqrarNama (Medical)	10 Pads	8¼ x 11	100 Gram Ofset Paper.
84	Journal Voucher	40 Pads	11½ x 12	68 Gram (White Rose) or equivalent
85	L. A. 3. New Business	40 Pads	8¼ x 11	70 Gram Ofset or equivalent
86	L-A-3 (PHS)	20 Pads	8¼ x 13¼	68 Gram High Finish or equivalent
87	Leave Application English	20 Pad	8¼ x 11	68 Gram High Finish or equivalent
88	Leave Application Urdu	40 Pad	7½ x 10	68 Gram High Finish or equivalent
89	Letter Head Pad 2 Colour Print	100 Pads	A4Size	90 Gram Offset or equivalent
90	Loan Assignment Register	05 Reg	8¼ x 13¼	75 Gram offset paper or equivalent
91	Loan S.v MTY Claim Cheque Dispatch Register (300 Leaves)	30 Reg	Standard Size	68 Gram High Finish or equivalent
92	Loan Payment Voucher	40 Pads	8¼ x 11½	68 Gram High Finish or equivalent
93	Loan ChequeLetterJ.Z 130 A	40 Pads	8¼ x 11½	68 Gram High Finish or equivalent
94	Maturity Claim D.V	100 Pads	8¼ x 11½	68 Gram High Finish or equivalent
95	Maturity Claim J.V	50 Pads	8¼ x 11¼	68 Gram High Finish or equivalent
96	Medical Expense Card Officer	200 Sheets	13x11	75 gm offset or equal
97	Medical Fee statement	40 Pad	8¼ x 11	68 Gram High Finish or equivalent
98	Medical Attendance Scheme (Agency)	50 Pads	8¼ x 13	75 Gram Offset or equivalent
99	Medical Book Officer (55 Leaves)	100 Books	4¼ x 11	68 Gram High Finish or equivalentas per sample
100	Medical Exp card Staff	200 Sheets	13x11	75 gmofst or equal
101	Medical Exp. Card field	500 Sheets	10 x 15	75 Gram Offset or equivalent
102	Medical Reference Letter (Agency)	10 pads	8¼ x 11	68 Gram High Finish or equivalent
103	Medical Re-imburement pad	20 Pad	8¼ x 13¼	68 Gram High Finish or equivalent
104	MTY Claim Letter Urdu	40 Pad	8¼ x 11	68 Gram High Finish or equivalent
105	MTY Reminder Letter	50 Pad	8¼ x 11	68 Gram High Finish or equivalent

106	MTY Requirement LetterAppKaMaktoob	50 Pad	8¼ x 11	68 Gram High Finish or equivalent
107	N.D Form PHS	40 Pads	8¼ x 13¼	68 Gram High Finish or equivalent
108	Nomination Form (2 Color Print)	100 Pads	8¼ x 11	75 Gram Offset or equivalent
109	Off Policy Advice	15 Pad	8¼ x 5½	68 Gram High Finish or equivalent
110	Over Time Pad	20 Pads	8¼ x 13¼	68 Gram High Finish or equivalent
111	P.R. Book Fresh (50 x 4)Four Color Pages	100 Books	9 x 5½	4 Ply Colour Paper (Carbenless)
112	P.R. Book Renewal (50 x 4)Four Color Pages	100 Books	9 x 5½	4 Ply Colour Paper (Carbenless)
113	Payment Sheet Of Annuity Card	1000 cards	8¼ x 13	Alboster 300 Grm. or equivalent
114	Payment Voucher Pads	100 Pads	8¼ x 11½	68 Gram (White Rose) or equivalent
115	Performa For Surrender Of Policy	100 Pads	8¼ x 11	68 Gram High Finish or equivalent
116	Personal Accident Claim Form A-2	15 Pads	8 x 13	70 Gram Offset or equivalent(double side print)
117	Personal Accident Claim Form B	15 Pads	8 1/2 X 13	70 gm offset doubl side print
118	Policy Particular PHS	50 pads	8¼ x 13¼	68 Gram High Finish or equivalent
119	Policy File Cover (Green/Red /any Color)5" Scotch Tape	30000	10 x30	300 gm local card/santury- Polo.(with steel clip) + 5" Sqash Tape
120	Policy Indent Card	10000 Card	9 x 13	300 Gram Alboster Card or equivalent
121	Policy Loan Processing Sheet	100 Pads	13 x 8¼	68 Gram High Finish or equivalent
122	Policy Loan Schedule (Loan Form)	100 Pads	9 x 11½	70 Gram Ofset or equivalent
123	Policy Record Received letter	15 Pads	8¼ x 11½	68 Gram High Finish or equivalent
124	Policy Register (2 Ply) 300 x 2	05Reg	15½ x 11	68 Gram High Finish or equivalent
125	Policy Revival Register (200 Leaves)	05 Nos	Standard Size	68 Gram High Finish or equivalent
126	Pre Receipt D. Voucher Annuity	40 pads	8¼ x 11½	68 Gram High Finish or equivalent
127	Pre-Receipt S.V, Discharge Voucher	150 Pads	11½ x 8¼	68 Gram High Finish or equivalent
128	Prescription Form Field	10 Pads	7½ x 10	68 Gram High Finish or equivalent
129	Promotion evaluation Sheet	10 Pads	8 1/2 X 13 1/2	68 Gram High Finish or equivalent
130	Proposal Register Sheetdouble side print	5000 Sheets	13 x 16½	75 Gram Offset or equivalent
131	Record Creation Advice M-1-A	5 Pads	9 x 11	68 Gram High Finish or equivalent

132	Record Transfer pad Urdu	15 Pads	8¼x11½	68 gm H.F or equal
133	Reference Letter (Agency)	400 Pads	8¼ x 11½	68 Gram High Finish or equivalent
134	Reference Letter for Clinical Lab	10 Pads	8¼ x 11	68 Gram High Finish or equivalent
135	Reference Slip Pad (Medical)	40 Pad	11x 4 1/2	68 Gram High Finish or equivalent
136	Reminder Letter Mty	100 Pad	8¼ x 11½	68 Gram High Finish or equivalent
137	Requirement Letter P.H.S	100 Pads	8¼ x 11½	68 Gram High Finish or equivalent
138	Revival Of Policy Letter	15 Pads	A-4 Size	68 Gram High Finish or equivalent
139	RujhanatiSawalnama	100 Pads	8¼ x 13¼	68 Gram High Finish or equivalent
140	S.B Calculation Sheet	15 Pads	8¼ x 13¼	68 Gram High Finish or equivalent
141	S.B Cheque Forwarding LetterJ. Z 218	50 Pads	8¼ x 11½	68 Gram High Finish or equivalent
142	S.B Payment Voucher	20 Pad	8¼ x 13	68 Gram White Rose or equivalent
143	S.B. Calculation Sheet J.Z,226.A	20 Pad	8¼ x 11½	68 Gram High Finish or equivalent
144	S.B. Claim Register (100 Pages)	2Reg	8¼ x 11½	100 Gram Offset or equivalent (100 Leaves)
145	S.R. Appointment Letter	10 Pads	8¼ x 11	68 Gram High Finish or equivalent
146	S.V Requirement Letter	50 Pads	8¼x11½	68 gm H.F or equal
147	S.V. Convincing Letter Urdu	50 Pads	8¼ x 11	68 Gram High Finish or equivalent
148	S.V. Payment Letter J.Z.01	50 Pads	8 x 11½	68 Gram High Finish or equivalent
149	Service Zone change Advice M-13-A	15 Pad	9 x 5½	68 Gram High Finish or equivalent
150	Special Re-instatement of Policy	15 Pads	8.5 x11.5	70 Gram Offset or equivalent
151	Special Revival FormIncrease or Decrease	15 Pads	8.5 x11.5	70 Gram Offset or equivalent
152	Special Revival Policy	15 Pads	8.5 x11.5	70 Gram Offset or equivalent
153	Special RevivalReinstate Calculation Sheet	15 Pads	8.5 x11.5	70 Gram Offset or equivalent
154	Status Change Advice M-11-A	15 Pad	9 x 5½	68 Gram High Finish or equivalent
155	Suspense Adjust Book	20 Pads	11 x 8¼	4 Ply Colour Paper Local 50 x 4each pad 200 page
156	Suspense Adjust Reminder 1	20 Pads	11 x 8¼	4 Ply Colour Paper Local 50 x 4each pad 200 page
157	T.A. D.A. Form	10 Pad	13 x 11½	68 Gram High Finish or

				equivalent
158	Termination Letter (Agency)	40 Pads	8¼ x 11½	68 Gram High Finish or equivalent
159	Under Writing Continues Sheet(N.B)	500 Sheets	A-4 Size	68 Gram High Finish or equivalent(double side print)
160	Zakat Deduction Refund Register	05 Reg	13 x 16½	75 Gram Offset or equivalent (200 Leaves)

TENDER NOTICE NO.JZ/P&GS/01/B/2019

Sr. No.	NAME OF ITEMS	REQ.QTY YEARLY 2019	SIZE Measurement in Inches	SPECIFICATION
1	Amendment to proposal for policy	200 Pads	8¼ x 11	70 Gram Offset or equivalent
2	Certificate by Manager	100 Pads	6½ x 8¼	68 Gram High Finish or equivalent
3	Confidential Report above 1-M	150 Pads	8¼ x 11	70 Gram Offset or equivalent (double Side Print)
4	Confidential Report below 1-M	300 Pads	8¼ x 11	70 Gram Offset or equivalent
5	D. G. H Form	400 Pads	8¼ x 11	70 Gram offset or equivalent
6	Policy Brief Sheet (2 Ply double side print)	40000 Nos	8 x 11.25	68 Gram High Finish or equivalent
7	Proposal Form Medical (4 Ply double print)	30000 Nos	8¼ x 11	75 Gram Offset or equivalent
8	Proposal Form Non Medical (3 Ply double side)	50000 Nos	8¼ x 11	75 Gram Offset or equivalent
9	Revival Application (Non Medical)	20000 Nos	8¼ x 11	75 Gram Offset or equivalent 2 ply (double side print)
10	Supplementary Form	50 Pads	7½ x 9½	70 Gram offset or equivalent
11	Revival Application (Medical)	10000Nos	8¼ x 11	75 Gram Offset or equivalent 2 ply (double side print)
14	N D Forms	50 Pads	7.25 x 9.50	70 Gram Offset or equivalent
15	Petti Cash Voucher	100 Pads	5 x 7.25	68 Gram High Finish or equivalent
16	Proposal Slip pad	500 pads	5 x 4	68 Gram High Finish or equivalent

TENDER NOTICE NO.JZ/P&GS/01/C/2019

LIST OF STATIONERY ITEMS

Sr. No.	NAME OF ITEMS	SPECIFICATION	Req. Qty,2019
1	Abro Tape	1" width Length 15 Meter or equivalent	100 Nos.
2	Air Fresheners large	Ideal/A Frieda mix lavender or equivalent	100 Nos
3	Ball Point (Mix Colors)	Piano Signature /Crystal or equivalent	400 Pkts
4	Box File (Large)	Ideal 55 #/Alfalah brand	50 Nos.
5	Bull Dog Clip (02")	China brand or equivalent	50 Nos.
6	Bull Dog Clip (03")	China brand or equivalent	50 Nos.
7	Carbon Paper Pencil Blue(Fresh material)	KCR Brand or equivalent	30 Pkts.
8	Dumper	Plastic/Rubber Body	150 Nos
9	Duster	Flan 20" X 30"	300 Nos
10	Foot (steel) 12"	Fine quality	50 Nos
11	Foot 12"	Plastic 12" Dux	50 Nos.
12	Gum Stick	35 gm Bahadar brand or equivalent	60 Nos
13	High Lighter (Mix colors)	Dollar or equivalent	100 Nos
14	Led Pencil	Gold Fish HB-5000 Autocrate or equivalent	24 Dozens
15	Marker No. 70,90 (Mix Colors)	Dollar mix color	24 Dozens
17	Paper Cutter (Sharp/Large)	18mm Steel Based covered in plastic body	72 Nos
18	Paper Clip Pkt. 30mm 80 Nos. approx.	Tri flower brand (Yellow) or equivalent	50 pkts
19	Paper Clip Pkt. 52mm 80 Nos. approx.	52 mm or No.5 T.F	50 pkts
20	Pin Tray (Plastic)	Dux or equivalent	50 Nos

21	Punch Machine (Medium)	Kido band or equivalent	50 Nos.
22	Register. (Small)	100 Leaves/Local (Ruled)	100 Nos.
24	Rough Pad (Large)	Legal Size 68 gm H.F 50 Pages(8 X 13)	200 Nos
25	Rough Pad (Medium)	7.5 x 10 Size 68 gmRuled 50 pages	300 Nos
26	Rubber AL-30	AL-30/Pelican Germenor equal	6 Dozens
27	Rubber Band Pkt. ½ kg(Large) No.4	Bata or equal (Fine Quality)	20 Pkts.
28	Rubber Band Pkt. 1/2 kg(Medium) No.1	Bata or equal (Fine Quality)	50 Pkts
29	Squats Tape	1/2" 60 Yards	6 Dozens
30	Sharpener	Dux or equivalent	100 Nos
31	Soap Large 115 gm (Mix color)	Lux (large) or equivalentmix color	200 Nos
32	Squats Tape Large 1"	Large Deer Brand 1"60 Yards	24 Nos
33	Stamp Pad (Mix color)	Crystal / 2" m Dollaror equivalent	12 Doz
34	Stamp Pad Endorsing Ink(Mix Color)	Crystal / 2" m Dollaror equivalent	12Dozens
35	Stapler Remover	ICW/SDI brand or equivalent	60 Nos.
36	Stapler Pin 12N/17	Max Japan	60 Pkts
37	Stapler Machine	OPAL brand (24/6)or equivalent	72 Nos
36	Stapler Pin 23/13	Heavy Duty	20 Pkts
38	Stapler Pin 24/6	Dollar or equivalent	1000 Pkts
39	Tissue Paper Box	Tulip (Mix color) or equivalent	200 Pkts
40	Tumbler 280 ml	Falcon or equivalent	25 Dozens
41	Jug	1500 M L	24 No
42	Typing Paper 80 gm offsetA-4 Size	A.A 500 sheets	100 Rim
43	Typing Paper 80 gmoffsetLegal Size	A.A 500 sheets	50 Rim

44	Typing Paper 70 gm offsetA-4 Size	A.A 500 sheets	100 Rim
45	Typing Paper 70 gmoffsetLegal Size	A.A 500 sheets	50 Rim
46	Typing Paper LocalLegal Size	P P C/B L C Brand or equivalent70 gm	50 Rim
47	Typing Paper LocalA- 4 Size	P P C/B L C Brand or equivalent70 gm	100 Rim
48	Uni Ball (Mix colors)	Signo Japan	24 Dozens
49	Vim 500 gm	Bage 450gm	50 Nos
50	Packing Tape 3”	60 Meter	50 No
51	Waste Basket (Medium/Plastic)	Plastic Fresh material	100 Nos

COMPUTER STATIONERY

S. No.	NAME OF ITEMS	SPECIFICATION	Req. Qty. 2019
1	Computer Paper 80 Column	Local 1000 Sheets (63 gm)	250 Boxes
2	Computer Paper 132 Column	Local 1000 Sheets (63 gm)	100 Boxes
3	Computer Ribbon LQ-300	Print rite /or equal	100 Nos
4	Computer Ribbon LQ-310	Print rite /or equal	300 Nos
5	Computer Ribbon LQ-2180/2170	Print rite /or equal	150 Nos
	Computer Ribbon LQ-2180/2170	I B M 6400i/or equal	50 NO

TENDER NOTICE .JZ/P&GS/01/D/2019

MISCELLANEOUS ITEMS

S. No.	NAME OF ITEMS	SPECIFICATION	Req. Qty. 2019
2	Plate Medium Size	Melamine (Fine Quality)	72 No
3	Cup with Saucers	Coffee Size	06 Doz
4	Wall Clock (State Life Monogram)	Q & Q o`rFine Quality	24 No
5	Calculator Casio or Citizen	No 1 Quality	36 No
6	Tape Dispenser	Large	12 No
7	Magnifying Glass	Large size + Metal Cover	12 No
8	Key Board	Dell or Equal (New)	36 No
9	Mouse	Dell or Equal (New)	360No
10	Mouse Pad	Fine Quality	50 No
11	Energy Saver (18 W)	Philips/Orient	100 No
12	Saver (For Note Checking W)	Philips/Orient	24 No
13	Electric Kettle	Philips or Black Dakar	12 No
14	Electric Extension (For Computer)	15 feet Cable 7x29Copper	20 No
15	Tube Rod (Complete Set Pak Lite)	Choke Cooper Winding	24 No