

No.F.3(1)/2023-G (Tender 2023-2024)

Government of Pakistan  
Law and Justice Division

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**LIST OF STATIONERY ITEMS**

S. #	NAME OF ITEM	Estimated Qty	Unit Price with GST	Total Unit Price with GST
1.	Ball point clipper (Dollar) or Equivalent	5000		
2.	Ball point uniball signo UM-120 or Equivalent	300		
3.	Ball point uniball (eye fine) or Equivalent	1100		
4.	Correction Pen (Uni) or Equivalent	300		
5.	Computer paper imported 500 sheets (80 GMS) (Paper –AA)	2300		
6.	Diary Register (No. 12)	100		
7.	Dak book (A-4 size).	200		
8.	Envelopes SE-8 Khaki (size 12”X15”) Best Quality, with Sample	200pkt (per pkt 100)		
9.	Envelops SE-5 Khaki (size 9”X4”) Best Quality Paper, with Sample	300pkt (per pkt 100)		
10.	Envelops SE-6Khaki (size 11”x 5”) Best Quality Paper, with Sample.	300pkt (per pkt 100)		
11.	Eraser Pelican (AL-30) or Equivalent	600		
12.	File flapper Rexine	6500		
13.	File board (Superior) A-4 size	2500		
14.	File cover best quality 300 Gm Box Board Inside Cloth	21,000		
15.	Gum bottle dollar 142 gms or Equivalent	150		
16.	Gum stick large UHU or Equivalent	800		
17.	Highlighter Schneider or Equivalent	600		
18.	Ink dollar (Ordinary) or Equivalent	10		
19.	Marker/dollar # 70/90 Different colour or Equivalent	250		
20.	Photostat paper 70 GMS A/4 (500 sheets) (Paper-I)	2100 Ream		
21.	Paper cutter plastic handle	150		
22.	Paper cutter knife SDI-426 or Equivalent	50		

23.	Punch single hole superior (Large size)	50		
24.	Punch single hole No. KW 97-DO (imported) or Equivalent	200		
25.	Paper pin Best Quality with Sample	500		
26.	Paper clip Best Quality with Sample	500		
27.	Pencil lead with rubber (Pelican) or Equivalent	2500		
28.	Post it pad small 3"x3" 3M	30		
29.	Post it pad large 3"x5" 3M	30		
30.	Ruler register No. 12 decent Best Quality	20		
31.	Register vehicle for Petrol	10		
32.	Register vehicle movement	10		
33.	Stapler machine KW 5820medium/equivalent with sample	120		
34.	Staple Pine superior Smooth (Dollar) or Equivalent	700pkt		
35.	Stamp paid Best Quality (KW-trio 0246) large size or Equivalent	150		
36.	Stamp Pad Ink (Shiny) Blue, Black	10		
37.	Scissor large size superior	100		
38.	Summary paper imported 80 GMS F/S (500 sheet) (Paper-AA)	80		
39.	Scotch tape 1"x 72 yards	120		
40.	Rexene Binding Tape Size 3"	100		
41.	Sharpener best quality	700		
42.	Stapler pin remover SDI #1164	100		
43.	Short hand books large size	250		
44.	Tag cotton superior	700 bundle		
45.	Note Sheet Pad (90gms) 100 pages. (As per Sample)	500		
46.	Slip Book Pad(90gms) 100 pages. (As per Sample)	500		
<b>Grand Total</b>				

**Authorized Signature/Stamp of Firm -----**

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**LIST OF MISCELLANEOUS STORE ITEMS**

S#	NAME OF ITEM	Estimated Qty	Unit Price with GST	Total Unit Price with GST
1.	Air Freshener Sultan/Aseel 300 ml different perfume or Equivalent	500		
2.	Tissue paper (rose petal luxury) or Equivalent	950		
3.	Tissue roll (rose petal) or Equivalent	500		
4.	Surf 100 gms (Surf Excel) or Equivalent	500		
5.	Lux soap large size (white) 115 gms or Equivalent	700		
6.	Vim large size 500 gms (Bottle) Liver Brothers with sample or Equivalent	400		
7.	Duster yellow (Phylane) 20x30 size with sample	600		
8.	Duster white large size 20x30 with sample	600		
9.	Water glass best quality	300		
10.	Water jug superior (glass)	50		
11.	Cell (Small) Toshiba/Sony or Equivalent	300		
12.	Cell (Pencil) Toshiba/Sony or Equivalent	200		
13.	Waste paper Basket best quality	100		
14.	Towel Large Size Best Quality (white) 27x54	50		
15.	Slip Book Cover (Leather) with Monogram and Ministry Name	100		
Grand Total				

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**TONERS FOR COMPUTER PRINTERS (ORIGINAL/GENUINE TONERS)**

S#	NAME OF ITEM	Estimated Qty	Unit Price with GST	Total Unit Price with GST
1.	Toner for Laser Printer HP-1005	05 Nos		
2.	Toner for Laser Printer HP-1010/1020	29 Nos		
3.	Toner for Laser Printer HP-1320	20 Nos		
4.	Toner for Laser Printer HP-2015	16 Nos		
5.	Toner for Laser Printer cartage HP 400	150 Nos		
6.	Toner for LaserJet 2035	20 Nos		
7.	Toner for LaserJet Pro M12A	05 Nos		
8.	Toner LaserJet 1102 (85A)	70 Nos		
9.	Toner for LaserJet Printer HP M-402dn	100 Nos		
10.	Toner for Cannon 8347 (303)	06 Nos		
11.	Toner for HP404 (76A)	65 Nos		
12.	Toner for HP404 (59A)	10 Nos		
<b>Grand Total</b>				

**TONERS FOR PHOTOCOPIER MACHINE (ORIGINAL/GENUINE TONERS)**

1.	Toner for Photocopier Machine Sharp MX-M464NE (Original)	10 Nos		
2.	Toner for Photocopier Machine Konica Minolta Bizhub 454-E, 458E, 450i, 558E (Original)	80 Nos		
<b>Grand Total</b>				

**TONERS FOR FAX MACHINE (ORIGINAL/GENUINE TONERS)**

1.	Toner for Fax Panasonic Machine KX-FL-422 CX	20 Nos		
2.	Toner for Fax Panasonic Machine KX-FL-542	04 Nos		
3.	Toner for Fax Panasonic KX-FP-701	04 Nos		
<b>Grand Total</b>				

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