



Government of Pakistan

PAKISTAN TELECOMMUNICATION AUTHORITY

Headquarters F-5/1, Islamabad

[http:// www.pta.gov.pk](http://www.pta.gov.pk)

"SAY NO TO CORRUPTION"

Invitation to Bids

Tender No.
5 /2015/Admin/PTA

for Supply of Stationery items, Petty items and Printer Tonners

Pakistan Telecommunication Authority a telecom regulator, invites sealed bids from reputable suppliers/firms/contractors etc., registered with Income Tax and Sales Tax Departments, for supply of Stationery items, Petty items and Printer Tonners.

Bidding documents which are containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security bid validity, opening of bid, evaluation criteria etc. are available for the interested bidders at Room No. 214, 2nd Floor PTA H/Q, Islamabad. Price of the bidding documents is Rs.200/- (Cash). Bidding documents can also be downloaded from PPRA and PTA websites free of cost.

The bids, prepared in accordance with the instructions in the bidding documents must reach at **Room No. 214, 2nd Floor, PTA H/Qs** on or before **31 March, 2016** up till **1030 hours**. Bids will be opened the same day at **1100 hrs**. This advertisement is also available on PPRA website at www.ppra.org.pk.

Assistant Director (Admin)

Tel: 051-051-9214037, Fax: 051-2878149

Email: munir@pta.gov.pk



BIDDING DOCUMENT

The bids will be received on or before _____ up till 1030 hours in the office of the undersigned at PTA Headquarters, Islamabad, and will be **opened on the same day at 1100 hours in PTA Auditorium.**

1. Name of Firm: _____
2. Address: _____
3. Contact Person: _____
4. Telephone No: _____
5. Fax No: _____
6. GST Reg. No: _____
7. National Tax Number: _____
8. Attachments

- a. Copy of NTN & GST certificate.
- b. Demand Draft/Pay order as earnest money Rs.25,000/- (refundable)
- c. Affidavit on stamp paper that firm is not black listed. Stamp paper should be issued after advertisement date.

Terms & Conditions:

1. Tender Notice issued on the websites of PPRA/PTA is part of this bidding document.
2. Single Stage – one envelope procedure will be followed.
3. Bid should be addressed to the Director (Administration), Pakistan Telecommunication Authority, F-5/1, Islamabad.
4. The bidder should quote item rates clearly on the bid document for each item upon which selection will be made. Over writing will not be accepted.
5. Bid price should be inclusive of GST.
6. The rates quoted shall remain valid for 120 days.
7. Earnest money in the shape of pay order / bank draft in favour of Pakistan Telecommunication Authority Islamabad, equal to Rs.25,000/- (Refundable) should be attached with the bid (Cheque will not be accepted).

8. Rates for items mentioned in bidding documents with brand/model may be quoted for same model/brand or equivalent standard items.
9. The item supplied should be according to quality, quantity and specification.
10. Items must be delivered at PTA HQs, Islamabad, Zonal Offices Rawalpindi, Lahore, Karachi, Quetta, Peshawar and Muzaffarabad as per supply orders within 15 days after issuance of supply order (list attached as Annexure-D).
11. Bid for toners shall only be filled by authorized dealers/suppliers of HP Printer Tonners, copy of valid authorization certificate issued by the manufacturing firms of HP Laser Jet Printer Toners must be attached with bid for verification.
12. Any transportation / carriage charges will not be paid by PTA for delivery of items.
13. Bid security will be forfeited and supply order will be awarded to next lowest bidder if successful bidder does not supply the items in accordance with the supply order.
14. Taxes will be deducted as per Government rules.
15. If any clause of bid document not accepted by bidder, then bid will be rejected.
16. Pakistan Telecommunication Authority, Islamabad reserves the right to accept or reject whole or partially the tender as per PPRA Rules.

Note:

- **Annexure-A for Stationery items.**
- **Annexure-B for Petty Items**
- **Annexure-C for HP Printer Toners**

- For any further clarification may contact the undersigned on Tel: 051 –2878131.

(Muhammad Muneer)
Assistant Director (Admin)

LIST OF STATIONERY ITEMS
TO BE PURCHASED DURING YEAR 2015 - 2016

S. No.	Description of item	Unit	Qty	Rate per Unit (including GST)	Total Amount	Remarks
1.	Attendance Register No.4	Each	3			
2.	Ball Point Clipper (Dollar)	Packet	286			
3.	Ball Point Piano (Dollar Edit)	Packet	2			
4.	Ball Point Piano (Yellow)	Packet	5			
5.	Ball Point Picasso	Packet	3			
6.	Ball Point Uni Ball Signo UM120(Red,Green,Blue,Black)	Packet	64			
7.	Ball Point Uni Rabbit Gel RG-100	Packet	186			
8.	Ball Point Uni-ball eye,157/150 (Green,Red,Blue,Black)	Packet	24			
9.	Battery cell AAA Sony/Toshiba	Each	196			
10.	Battery Cell (Energizer)AA	Each	30			
11.	Battery Cell AA (Small) Sony/Toshiba	Each	561			
12.	Battery CLI (9 V) Power Plus	Each	100			
13.	Binder clip 25 mm	Packet	56			
14.	Binder clip 32 mm	Packet	26			
15.	Binder clip 15 mm	Packet	36			
16.	Binding Tape 2" (eleven meters) Tekno Brand	Each	164			
17.	Box File A4 Size (Jinnah) No. 556	Each	55			
18.	Box File Legal Size (Jinnah) No. 556	Each	590			
19.	Calculator (Casio, MJ 120)	Each	22			
20.	Cash Book	Each	6			
21.	CD Writeable (Sony) Original (Set of 10)	Packet	10			
22.	Clip File (Deli 5301)	Each	4			
23.	Cotton Tags (Superior Quality)	Bundle	130			
24.	Dak Folder Rexene – (PTA printed with monogram) sample available	Each	20			
25.	Diary Register (Tayyaba) No.6	Each	69			
26.	Dispatch Register (Tayyaba) No.6	Each	23			
27.	Dollar Pointer (Soft Liner)	Packet	20			

S. No.	Description of item	Unit	Qty	Rate per Unit (including GST)	Total Amount	Remarks
28.	Drafting Pad ruled A-4 size Lucky/Al-Farooq	Each	438			
29.	Drafting pad small Lucky/AL-Farooq (8" X 6")	Each	502			
30.	D-Ring File DB532-2D	Each	330			
31.	DVD Writeable (Sony) Original (Set of 10)	Packet	30			
32.	Envelop 11" x 5" Craft paper 80Grm White (PTA printed with monogram)	Each	500			
33.	Envelop A4 80 gms khaki (PTA printed with monogram)	Each	5800			
34.	Envelop A4 80 gms White (PTA printed with monogram)	Each	500			
35.	Envelops (9" x 4") Kraft Khaki (PTA printed with monogram)	Each	13200			
36.	Envelops (9" x 4") Kraft White (PTA printed with monogram)	Each	1000			
37.	Envelops file size khaki (11".5" x 15") 80 grams (PTA printed with monogram)	Each	400			
38.	Every Card Sheet - 100 sheets	Packet	30			
39.	Flower Broom	Each	14			
40.	Fax Toner Cartridge (Model No BX-3)	Each	2			
41.	Fax Toner Cartridge Panasonic(KX-FA57A/E)	Each	3			
42.	Fax Toner Cartridge Panasonic(KX-FA 83)	Each	3			
43.	Fax roll (210 mm * 30 mm) Panasonic	Each	250			
44.	File Board file Size (Fine Quality)	Each	148			
45.	File Cover legal size (310 gms art card) PTA Printing with lamination (sample available)	Each	800			
46.	File cover plastic with clip A-4 (Transparent Nokya No. 554)	Each	3134			
47.	Film Indexture Pronoti	Packet	70			
48.	File cover plastic with clip Legal (Transparent Nokya No. 554)	Each	50			
49.	File tray plastic	Each	6			
50.	Fluid Pen / Correction Pen (ORO)	Each	146			
51.	Foot Mat Rubber (2*3)	Each	30			
52.	Fluid with Thinner (Pelikan)	Each	10			
53.	Gum Stick Amos Large 35gms	Each	163			

S. No.	Description of item	Unit	Qty	Rate per Unit (including GST)	Total Amount	Remarks
54.	Gum Stick Amos Medium 21gms	Each	12			
55.	Hard Broom	Each	14			
56.	Highlighter (Job SCHNEIDER)	Each	292			
57.	Lace file Legal size	Each	30			
58.	Lead Pencils Goldfish (HB 5000 Autocrat)	Packet	121			
59.	Leave Register	Each	8			
60.	Log Book no6	Each	47			
61.	Laser Pointer	Each	2			
62.	Masking Tape (ABRO) 3"	Each	80			
63.	Marker (DUX)	Each	35			
64.	Marker Different Color-Uni Tempo	Each	30			
65.	Marker Dollar 90 (Blue/Black)	Each	86			
66.	Marker White Board (Snowman SB-12)	Each	31			
67.	Meeting Stand Crystal (Fine Quality) A4 Size	Each	15			
68.	Note Sheet Pads Legal Size 80 sheets 80gram	Each	77			
69.	Packing Tape (Fine Quality) 2"	Each	12			
70.	Paper Cutter (SDL-426)	Each	56			
71.	Paper clip steel (30mm)	Packet	85			
72.	Paper Tape (Medium) 1"	Each	12			
73.	Paper Weight	Each	6			
74.	Paper Pin	Each	15			
75.	Phenyl (3 Litre)	Each	24			
76.	Post it Pad yellow Pronoti 3x2	Each	204			
77.	Post it Pad yellow Pronoti 3x3	Each	130			
78.	Post it Pad yellow Pronoti 3x4	Each	230			
79.	Punch Machine Single Hole (Local)	Each	122			
80.	Punch Machine Double Hole (Local)Medium Size	Each	27			
81.	Punch Machine Double Hole (Heavy Duty)Kw trio 9670	Each	2			
82.	Pelikan 4001,(62.5ml)Blue, Black	Each	5			

S. No.	Description of item	Unit	Qty	Rate per Unit (including GST)	Total Amount	Remarks
83.	Register Ruled 10 quire No.20 Lucky Brand/Equivalent	Each	60			
84.	Register Ruled 10 quire No.16 Lucky Brand/Equivalent	Each	7			
85.	Register Ruled 2 quire No.4 Lucky Brand/Equivalent	Each	6			
86.	Register Ruled 2 quire No.6 Lucky Brand/Equivalent	Each	6			
87.	Register Ruled 2 quire No.8 Lucky Brand/Equivalent	Each	12			
88.	Ring Binder Folder plastic (Transparent) W-39 D-T(6470)	Each	212			
89.	Rubber Pelican AL-30	Each	240			
90.	Rubber Band	Packet	14			
91.	Scale (Steel) Fine quality	Each	33			
92.	Scissor (Fine Quality) Medium	Each	56			
93.	Scotch Tape 1" * 72 meters (Deer)	Each	378			
94.	Scotch Tape 2" * 72 meters (Deer)	Each	12			
95.	Scotch Bright	Each	18			
96.	Separator Set Lucky (Set of 10)	Sets	238			
97.	Sharpener Heavy Duty table fitted (KW trio 306A)	Each	13			
98.	Sharpener Steel small size Original Deli	Each	60			
99.	Stamp Pad (Lancer) Large Size	Each	66			
100.	Stapler Machine (Max HD-50)Standard	Each	92			
101.	Stapler Machine Heavy Duty (KW-Trio 50 LBN)	Each	1			
102.	Stapler Pin Remover – (KW Trio 508B)	Each	58			
103.	Stapler Pins Size 24 / 6 (DOLLAR)	Packet	249			
104.	Stapler Pins Size No. 10 (DOLLAR)	Packet	10			
105.	Spray pump	Each	3			
106.	Stock Register No. 16	Each	2			
107.	Sweep bottle	Each	12			
108.	Table Set Marble	Each	7			
109.	Table Set Plastic (fine Quality)	Each	6			
110.	Telephone Index no 786	Each	7			
111.	Tape Dispenser – National No 30	Each	26			

S. No.	Description of item	Unit	Qty	Rate per Unit (including GST)	Total Amount	Remarks
112.	Tissue Paper Rose Petal - Perfumed 100x2 Ply	Each	336			
113.	Tissue Paper Rose Petal (Pop up) 150x2 Ply	Each	944			
114.	Tissue Roll (Rose Petal)	Each	86			
115.	Transparency Sheets white A-4 (Packet of 100) Sensa Korea	Packet	10			
116.	Thumb Pin (Colour)	Packet	3			
117.	Vim Bottle (500grams) Powder	Each	244			
118.	Vehicle movement register	Each	12			
119.	Paper Legal size (500 Sheets) 80 gsm Double A (Imported)	Ream	268			
120.	Paper Legal size 450 Sheets (Local)	Ream	6			
121.	Paper A-4 size 450 Sheets (Local)	Ream	70			
122.	Paper A-4 size (500 Sheets) 80 gsm Double A (Imported)	Ream	2807			
123.	Ledger Paper (Green)Legal size	Ream	6			
124.	Regina paper A4 size (500 Sheets) without water mark	Ream	30			

LIST OF PETY ITEMS
TO BE PURCHASED DURING YEAR 2015 - 2016

S. No.	Description of item	Unit	Qty	Rate per Unit (including GST)	Total Amount	Remarks
1.	Air Freshener (300 ml Aseel/Do it)	Each	203			
2.	Car Polish 250 Grams-Imported (Cosmic)	Each	46			
3.	Dust Bin Large size (12 inch)	Each	36			
4.	Dash board Polish 450ML (SUN OF GUN)	Each	56			
5.	Duster Cloth Cotton (Full Size)	Each	486			
6.	Duster Cloth Soft Yellow (Full Size)	Each	316			
7.	Glint kiwi 500ml (original)	Each	250			
8.	Insect Killer (Mortein) 400ml	Each	56			
9.	Lemon max Liquid (500 ml)bottle	Each	15			
10.	Soap Lemon Max	Each	18			
11.	Soap Lux large size (115grams)	Each	60			
12.	Surf Excel (100 grams)	Each	266			

LIST OF PRINTER TONERS HP LASER JET
TO BE PURCHASED DURING THE YEAR 2015-2016

S. No.	Description of item	Unit	Qty	Rate per Unit (including GST)	Total Amount	Remarks
1	Printer Toner for HP LaserJet 1010/1020 original	Each	11			
2	Printer Toner for HP LaserJet 5L /6L original	Each	1			
3	Printer Toner for HP LaserJet 1102 (85A)original	Each	53			
4	Printer Toner for HP LaserJet 1200 original	Each	16			
5	Printer Toner for HP LaserJet 1300 original	Each	31			
6	Printer Toner for HP LaserJet 1320 original	Each	63			
7	Printer Toner for HP LaserJet 2035 (05 A)original	Each	3			
8	Printer Toner for HP LaserJet P1005 original	Each	20			
9	Printer Toner for HP LaserJet M-1536 (78A) original	Each	2			
10	Printer Toner for HP LaserJet Pro 400(80A) CF280A original	Each	47			
11	Printer Toner for HP LaserJet Pro MFP M127fn (83A) original	Each	2			

Annexure-D**Items to be delivered at PTA Headquarters**

S.No	Description of items	Unit	Quantity
1	Air Freshener (300 ml Aseel/Do it)	Each	170
2	Ball Point Clipper (Dollar)	Packet	250
3	Ball Point Uni Ball SignoUM120(Red,Green,Blue ,Black)	Packet	50
4	Ball Point Uni Rabbit Gel RG-100	Packet	150
5	Ball Point Uni-ball eye,157/150 (Green,Red,Blue,Black)	Packet	18
	Battery cell AAA Sony/Toshiba	Each	65
7	Battery Cell (Energizer)AA	Each	30
8	Battery Cell AA (Small) Sony/Toshiba	Each	400
9	Battery CLI (9 V) Power Plus	Each	100
10	Binder clip 25 mm	Packet	50
11	Binder clip 32 mm	Packet	20
12	Binder clip 15 mm	Packet	30
13	Binding Tape 2"(eleven meters) Tekno Brand	Each	150
14	Box File Legal Size (Jinnah) No 556	Each	500
15	Calculator (Casio, MJ 120)	Each	20
16	Car Polish 250 Grams-Imported (Cosmic)	Each	20
17	Dust Bin Large size (12 inch)	Each	30
18	Dak Folder Rexene –(PTA printed with monogram)sample available	Each	20

19	Dash board Polish 450ML (SUN OF GUN)	Each	30
20	Diary Register (Tayyaba) No.6	Each	60
21	Dispatch Register (Tayyaba) No.6	Each	20
22	Drafting Pad ruled A-4 size Lucky/Al-Farooq	Each	400
23	Drafting pad small Lucky/AL-Farooq (8" X 6")	Each	400
24	D-Ring File DB532-2D	Each	300
25	Duster Cloth Cotton (Full Size)	Each	450
26	Duster Cloth Soft Yellow(Full Size)	Each	250
27	DVD Writeable (Sony) Original (Set of 10)	Packet	20
28	Envelop A4 80 gms khaki (PTA printed with monogram)	Each	5000
29	Envelops (9" x 4") Kraft Khaki (PTA printed with monogram)	Each	12000
30	Every Card Sheet - 100 sheets	Packet	30
31	Fax roll (210 mm * 30 mm) Panasonic	Each	250
32	File cover plastic with clip A-4 (Transparent Nokya No. 554)	Each	3000
33	Film Indexture Pronoti	Packet	70
34	Fluid Pen / Correction Pen (ORO)	Each	100
35	Glint kiwi 500ml (original)	Each	200
36	Gum Stick Amos Large 35gms	Each	100
37	Highlighter(Job SCHNEIDER)	Each	250
38	Insect Killer (Mortein) 400ml	Each	42
39	Lead Pencils Goldfish(HB 5000 Autocrat)	Packet	100
40	Log Book no 6	Each	30

41	Masking Tape (ABRO) 3"	Each	50
42	Marker Dollar 90 (Blue/Black)	Each	50
43	Marker White Board (Snowman SB-12)	Each	5
44	Meeting Stand Crystal(Fine Quality) A4 Size	Each	10
45	Note Sheet Pads Legal Size 80 sheets 80gram	Each	60
46	Paper Legal size (500 Sheets) 80 gsm Double A (Imported)	Ream	200
47	Paper A-4 size 450 Sheets (Local)	Ream	50
48	Paper A-4 size (500 Sheets)80 gsm Double A (Imported)	Ream	2500
49	Paper Cutter (SDL-426)	Each	25
50	Paper clip steel (30mm)	Packet	60
51	Post it Pad yellow Pronoti 3x2	Each	150
52	Post it Pad yellow Pronoti 3x3	Each	100
53	Post it Pad yellow Pronoti 3x4	Each	200
54	Punch Machine Single Hole (Local)	Each	100
55	Punch Machine Double Hole (Local)Medium Size	Each	15
56	Regina Paper A4 Size (500 Sheets)without water mark	Ream	30
57	Register Ruled 10 quire No.20 Lucky Brand/Equivalent	Each	50
58	Ring Binder Folder plastic (Transparent)W-39 D-T(6470)	Each	200
59	Rubber Pelican AL-30	Each	200
60	Rubber Band	Packet	10
61	Scale (Steel) Fine quality	Each	15
62	Scissor (Fine Quality) Medium	Each	50

63	Scotch Tape 1" * 72 meters (Deer)	Each	300
64	Separator Set Lucky (Set of 10)	Sets	200
65	Sharpener Heavy Duty table fitted (KW trio 306A)	Each	10
66	Sharpener Steel small size Original Deli	Each	20
67	Stamp Pad (Lancer) Large Size	Each	50
68	Stapler Machine (Max HD-50) Standard	Each	70
69	Stapler Pin Remover –(KW Trio 508B)	Each	50
70	Stapler Pins Size 24 / 6 (DOLLAR)	Packet	200
71	Surf Excel (100 grams)	Each	200
72	Table Set Plastic (fine Quality)	Each	5
73	Tape Dispenser – National No 30	Each	20
74	Tissue Paper Box - Perfumed(Rose Petal) 100 x 2 Ply	Each	300
75	Tissue Paper Box Rose petal (Pop up) 150x2 Ply	Each	800
76	Transparency Sheets white A-4 (Packet of 100) Sensa Korea	Packet	10
77	Vim Bottle (500grams) Powder	Each	200

Annexure-D**Printer toners to be delivered at PTA Headquarters**

S.No	Description of items	Unit	Quantity
1	Printer Toner for HP LaserJet 1010/1020 original	Each	10
2	Printer Toner for HP LaserJet 1102 (85A)original	Each	40
3	Printer Toner for HP LaserJet 1200 original	Each	12
4	Printer Toner for HP LaserJet 1300 original	Each	25
5	Printer Toner for HP LaserJet 1320 original	Each	40
6	Printer Toner for HP LaserJet 2035 (05 A)original	Each	3
7	Printer Toner for HP LaserJet P1005 original	Each	20
8	Printer Toner for HP LaserJet Pro 400(80A) CF280A original	Each	40

Annexure-D**Items to be delivered at PTA Zonal Offices**

<i>S.No</i>	<i>Description of item</i>	<i>Unit</i>	<i>RWP</i>	<i>PESH</i>	<i>KHI</i>	<i>MZD</i>	<i>LHR</i>	<i>QTA</i>	<i>Total</i>
1	Air Freshener (300 ml Aseel/Do it)	Each	5		6	5	12	5	33
2	Attendance Register No.4	Each					3		3
3	Ball Point Clipper (Dollar)	Packet	12(7 blue,4 black,1 Red)	2		12(9 blue,2 black,1 Red)	10(5blue,5 black)		36
4	Ball Point Piano (Dollar Edit)	Packet			2				2
5	Ball Point Piano (Yellow)	Packet			1(blue)			4	5
6	Ball Point Picasso	Packet			3(blue,black,red)				3
7	Ball Point Uni Ball SignoUM120(Red,Green,Blue ,Black)	Packet				6(3 blue,2 black,1 Red)	8		14
8	Ball Point Uni Rabbit Gel RG-100	Packet	4(2 blue,2 Black)			12(9 blue,2 black,1 Red)	20		36
9	Ball Point Uni-ball eye,157/150 (Green,Red,Blue,Black)	Packet		2	2(blue,black)			2(1 blue,1 black)	6
10	Battery cell AAA Sony/Toshiba	Each	25		40	36	30		131
11	Battery Cell AA (Small) Sony/Toshiba	Each	25		40	36	30	30	161

12	Binder clip 25 mm	Packet			3		3		6
13	Binder clip 32 mm	Packet			3		3		6
14	Binder clip 15 mm	Packet			3		3		6
15	Binding Tape 2"(eleven meters) Tekno Brand	Each				6	8		14
16	Box File A4 Size (Jinnah) No 556	Each		20			30	5	55
17	Box File Legal Size(Jinnah) No 556	Each		20	12	24	30	4	90
18	Calculator (Casio, MJ 120)	Each					2		2
19	Car Polish 250 Grams-Imported (Cosmic)	Each			6	6	10	4	26
20	Cash Book	Each				2	4		6
21	CD Writeable (Sony) Original (Set of 10)	Packet					10		10
22	Clip File (Deli 5301)	Each						4	4
23	Cotton Tags (Superior Quality)	Bundle	12		12		100	6	130
24	Dust Bin Large size (12 inch)	Each					6		6
25	Dash board Polish 450ML (SUN OF GUN)	Each			6	4	10	6	26
26	Diary Register (Tayyaba) No.6	Each	2				6	1	9

27	Dispatch Register (Tayyaba) No.6	Each	2					1	3
28	Dollar Pointer (Soft Liner)	Packet			2(blue,black)	6(2 blue,2 black,2 Red)	12		20
29	Drafting Pad ruled A-4 size Lucky/Al-Farooq	Each			12	6	20		38
30	Drafting pad small Lucky/AL-Farooq (8" X 6")	Each		30	24	36		12	102
31	D-Ring File DB532-2D	Each					30		30
32	Duster Cloth Cotton (Full Size)	Each	24		12				36
33	Duster Cloth Soft Yellow(Full Size)	Each	24		12		30		66
34	DVD Writeable (Sony) Original (Set of 10)	Packet					10		10
35	Envelop 11" x 5" Craft paper 80Grm White	Each			500				500
36	Envelop A4 80 gms khaki (PTA printed with monogram)	Each			200		500	100	800
37	Envelop A4 80 gms White (PTA printed with monogram)	Each	500						500
38	Envelops (9" x 4") Kraft Khaki (PTA printed with monogram)	Each				500	500	200	1200
39	Envelops (9" x 4") Kraft White (PTA printed with monogram)	Each	500		500				1000
40	Envelops file size khaki(11".5' x 15") 80 grams(PTA printed with monogram)	Each					300	100	400

41	Flower Broom	Each	10			4			14
42	Fax Toner Cartridge (Model No BX-3)	Each				2			2
43	Fax Toner Cartridge Panasonic(KX-FA57A/E)	Each						3	3
44	Fax Toner Cartridge Panasonic(KX-FA 83)	Each			3				3
45	File Board file Size(Fine Quality)	Each			12	36		100	148
46	File Cover legal size(310 gms art card) PTA Printing with lamination (sample available)	Each		200	200		300	100	800
47	File cover plastic with clip A-4 (Transparent Nokya No. 554)	Each	48		24	12	50		134
48	File cover plastic with clip Legal (Transparent Nokya No. 554)	Each					50		50
49	File tray plastic	Each				6			6
50	Fluid Pen / Correction Pen (ORO)	Each			6		40		46
51	Foot Mat Rubber (2*3)	Each					30		30
52	Fluid with Thinner (Pelikan)	Each	10						10
53	Glint kiwi 500ml (original)	Each	12			12	20	6	50
54	Gum Stick Amos Large 35gms	Each	15			12	24	12	63

55	Gum Stick Amos Medium 21gms	Each				12			12
56	Hard Broom	Each	10			4			14
57	Highlighter(Job SCHNEIDER)	Each				12 (orange,yellow)	30		42
58	Insect Killer (Mortein) 400ml	Each				6	8		14
59	Lace file Legal size	Each			30				30
60	Lead Pencils Goldfish(HB 5000 Autocrat)	Packet	5	2	2	6	6		21
61	Leave Register	Each					6	2	8
62	Ledger Paper (Green)Legal size	Ream			6				6
63	Log Book no6	Each	5			4	8		17
64	Laser Pointer	Each						2	2
65	Lemon max Liquid (500 ml)bottle	Each				15			15
66	Masking Tape (ABRO) 3"	Each					30		30
67	Marker (DUX)	Each	15				20		35
68	Marker Different Color –Uni Tempo	Each					30		30
69	Marker Dollar 90 (Blue/Black)	Each				12	24		36

70	Marker White Board (Snowman SB-12)	Each				6	20		26
71	Meeting Stand Crystal(Fine Quality) A4 Size	Each					5		5
72	Note Sheet Pads Legal Size 80 sheets 80gram	Each			5	5	5	2	17
73	Packing Tape (Fine Quality) 2"	Each			6	6			12
74	Paper Legal size (500 Sheets) 80 gsm Double A (Imported)	Ream	20	2	15	6	20	5	68
75	Paper Legal size 450 Sheets (Local)	Ream		6					6
76	Paper A-4 size 450 Sheets (Local)	Ream		20					20
77	Paper A-4 size (500 Sheets)80 gsm Double A (Imported)	Ream	50		75	72	75	35	307
78	Paper Cutter (SDL-426)	Each	5			6	20		31
79	Paper clip steel (30mm)	Packet	10				15		25
80	Paper Tape (Medium) 1"	Each			6	6			12
81	Paper weight	Each				6			6
82	Paper Pin	Packet					15		15
83	Phenyl (3 Litre)	Each	12			12			24
84	Post it Pad yellow Pronoti 3x2	Each				24	30		54

85	Post it Pad yellow Pronoti 3x3	Each					30		30
86	Post it Pad yellow Pronoti 3x4	Each					30		30
87	Punch Machine Single Hole (Local)	Each		5	6	5	6		22
88	Punch Machine Double Hole (Local)Medium Size	Each		3		2	5	2	12
89	Punch Machine Double Hole (Heavy Duty)Kwtrio 9670	Each		1				1	2
90	Pelikan 4001,(62.5ml)Blue, Black	Each					5(blue,black, green,red)		5
91	Register Ruled 10 quire No.20 Lucky Brand/Equivalent	Each	5					5	10
92	Register Ruled 10 quire No.16 Lucky Brand/Equivalent	Each					7		7
93	Register Ruled 2 quire No.4 Lucky Brand/Equivalent	Each				6			6
94	Register Ruled 2 quire No.6 Lucky Brand/Equivalent	Each					6		6
95	Register Ruled 2 quire No.8 Lucky Brand/Equivalent	Each				6	6		12
96	Ring Binder Folder plastic (Transparent) W-39 D-T(6470)	Each				12			12
97	Rubber Pelican AL-30	Each	10			12	12	6	40
98	Rubber Band	Packet					2	2	4

99	Scale (Steel) Fine quality	Each		6		6	6		18
100	Scissor (Fine Quality) Medium	Each					6		6
101	Scotch Tape 1" * 72 meters (Deer)	Each	20	20	12		20	6	78
102	Scotch Tape 2" * 72 meters (Deer)	Each			12				12
103	Scotch Bright	Each				18			18
104	Soap Lemon Max	Each				18			18
105	Soap Lux large size (115 grams)	Each	30			30			60
106	Separator Set Lucky (Set of 10)	Sets				18	18	2	38
107	Sharpener Heavy Duty table fitted (KW trio 306A)	Each					3		3
108	Sharpener Steel small size Original Deli	Each	10		6	12	12		40
109	Stamp Pad (Lancer) Large Size	Each	5			6	5		16
110	Stapler Machine (Max HD-50) Standard	Each	4	3	6	3	6		22
111	Stapler Machine Heavy Duty (KW-Trio 50 LBN)	Each			1				1
112	Stapler Pin Remover –(KW Trio 508B)	Each					8		8
113	Stapler Pins Size 24 / 6 (DOLLAR)	Packet	15		12		12	10	49

114	Stapler Pins Size No. 10 (DOLLAR)	Packet			10				10
115	Spray pump	Each					3		3
116	Stock Register No. 16	Each	2						2
117	Surf Excel (100 grams)	Each	24			18	24		66
118	Sweep bottle	Each				12			12
119	Table Set Marble	Each				1	4	2	7
120	Table Set Plastic	Each				1			1
121	Telephone Index no 786	Each					5	2	7
122	Tape Dispenser – National No 30	Each	2				4		6
123	Tissue Paper Box - Perfumed(Rose petal) 100 x 2 Ply	Each				12	24		36
124	Tissue Paper Rose petal (pop up) 150x2 Ply	Each	40		24	20	40	20	144
125	Tissue Roll (Rose Petal)	Each	30			20	36		86
126	Thumb Pin (Colour)	Packet	3						3
127	Vim Bottle (500grams) Powder	Each	12			12	20		44
128	Vehicle movement register	Each	5			2	5		12

Annexure-D**Printer toners to be delivered at PTA Zonal Offices**

S.No	Description of Items	Unit	RWP	Peshawar	Karachi	MZD	Lahore	Quetta	Total
1	Printer Toner for HP LaserJet 1010/1020 original	Each						1	1
2	Printer Toner for HP LaserJet 5L /6L original	Each	1						1
3	Printer Toner for HP LaserJet 1102 (85A)original	Each	2	2	3		3	3	13
4	Printer Toner for HP LaserJet 1200 original	Each			2			2	4
5	Printer Toner for HP LaserJet 1300 original	Each	3		3				6
6	Printer Toner for HP LaserJet 1320 original	Each	2	4	3	4	8	2	23
7	Printer Toner for HP LaserJet M-1536 (78A) original	Each			2				2
8	Printer Toner for HP LaserJet Pro 400(80A) CF280A original	Each			4		3		7
9	Printer Toner for HP LaserJet Pro MFP M127fn(83A) original	Each			2				2