SCHEDULE OF REQUIREMENT

WAFAQI MOHTASIB'S SECRETARIAT, FAISALABAD

LIST OF STATIONERY, MISCELLANEOUS AND IT ITEMS (Price Schedule)

S. No.	Item/Description alongwith Specification/Make or EQUIVALENT	Unit Price without GST (Rs)
(A)	**STATIONERY ITEMS**	
1	Ball Point regular Picasso 0.8mm	
2	Ball Point Dollar Clipper BPI	
3	Ball point Piano fine Jelflo	
4	Marker Uni-Compo	
5	Marker Uniball No. 150 Micro	
6	Uniball No. 0.7 Signo Pen	
7	Marker Expert jel pen 1.0mm	
8	Marker Highlighter (All Colours) Schneider job Germany made	
9	Pencil Lead Rubber Tip (HB) 2 ½ Picasso Executive shahson	
10	Calculator (14 Digit) Casio	
11	Dak/Peon Book-96 Sheets Tayyaba	
12	Dak Pad Rexine F/S size comet fancy	
13	Dak Pad Rexine F/S size VIP	
14	Drafting Pad A/5 1238 (spiral) Alfalah Top spiral, hardboard binding	
15	Diary/Dispatch Register 10 Tayyaba	
16	Eraser-AL-30 Dux art D-2001	
17	Envelope SE-5 khaki Per 100 (9 x 4 size) Centre (80 gms)	
18	Envelope SE-6 khaki Per 100 (11 x 5 size) Centre (80 gms)	
19	Envelope SE-8 khaki Per 100 (15 x 12 size) Golden Craft (80 gms)	
20	File cover tag type FS (Government of Pakistan) with good quality card	
21	File cover plastic L Shape two side open A-4 Size Good quality	
22	Gum Stick (Medium) 21 gm Sensa	
23	Ink (Fountain Pen) blue, black & Red, Green Dollar	
24	Log Book No. 6 Tayyaba	
25	Movement Register standard size Tayyaba	
26	Meeting folder F/S Size rexine green colour Good quality	
27	Note Sheet Pad– 50 sheets Offset Paper (80gms Imported)	
28	Paper Cutter steel good quality	
29	Paper Offset 80 gms A-4 imported (500 sheets) Good Quality	
30	Paper Offset 70 gms A-4 Imported (500 Sheet), Good Quality	
31	Paper Offset 70 gms legal imported (500 sheets), Good Quality	
32	Paper Offset 80 gms legal imported (500 sheets), Good Quality	
33	Paper Coloured Imported 80 gms A-4 size, Good Quality	
34	Paper Coloured Imported 80 gms legal size, Good Quality	
35	Paper Pin 50 gms Good quality	
36	Paper Clip 36 mm Super three flower	
37	Paper binder clips 3/4" width	

38	Punch Single hole large size	
39	Punch Double hole KW- trio-09880	
40	Pin cushion Good quality	
41	Post-it- Pads (Size 2x3)3M	
42	Post-it- Pads (Size 3x3)3M	
43	Ruled Register No 10 Good Quality	
44	Scale steel 12inch Good quality	
45	Scotch Tap (1/2 x 10 yards)Louis	
46	Stamp Pad (blue, black, red) large size Crystal classic Steel Body	
47	Stamp Pad Ink (blue Black & Red) Crystal classic	
48	Sharpener Steel Dux	
49	Short Hand Book 100 sheets Lucky	
50	Stapler Machine Fuji or equalant	
51	Stapler Machine Heavy duty ABS92840	
52	Staple Pin (1000 pins. 24/6)dollar	
53	Staple Pin Heavy duty (1000 pins. 23/8)dollar	
54	Staple Pin Remover (KW-5080)	
55	Scissor Plastic Handle (7 Inch) stainless steel scissors	
56	Tag cotton red & white good quality	
57	Uni Correction Pen CLP-300(8ml)	
58	White Fluid bottle with Thinner Pelikan	
59	Waste Paper Basket Plastic (Round) good quality	
60	Toner Lazer Jet Printer HP 2055, Re filling & re cycling (Original with chip)	
61	Toner Lazer Jet Printer HP 2015, Re filling & recycling (Original with chip)	
62	Toner Lazer Jet Printer HP 404, Re filling & re cycling (Original with chip)	
63	Toner Lazer Jet Printer HP M400, Re filling & re cycling (Original with chip)	
64	Toner Sharp AR6031, Original Tonner (Original with chip)	
65	Toner Lazer Jet Pro M402DN, Re filling & re cycling (Original with chip)	
66	Toner Fax Machine HP MFP137, Toner Cartridge with original Chip	
67	Konica Minolta Biz hub 266i, Original Tonner	
68	Toner Cannon Photocopier IR1024 (Original Chip)	
69	Toner TN920 for printer Brother model HL-L5210DW refill / recycle	
MISCELLANEOUS		
70	Air Freshener – 300ml Good Quality	
71	Acid ½ ltr. Sweep Good quality	
72	Brooms Tinka 1 kg Good quality	
73	Broom soft (phool jharru) Good quality	
74	Commode Brush (Nylon) good quality	
75	Bucket Large Plastic good quality	
76	Cell (AA 1.5V) for Wall Clock	
77	Cell (AAA 1.5v) for Remote	
78	Car Polish Cosmic (Korea)	
79	Clorein (5 ltrs. Tin) Good quality	
80	Disinfection spray (Dettol)	
81	Door Mat plastic large Good quality	
82	Dash Board Polish 7CF Original	
83	Duster Cotton (18″ x 30″)good quality	

84	Duster Fulalain Thick superior (18″ x 30″) good quality	
85	Duster fibber good quality standard size for Car	
86	Glint Spray, 500ml Good quality	
87	Harpic 500 ml	
88	Insect Killer 300 ml mortein	
89	Door closer	
90	Packing Tape 3 Inch	
91	Phenyl 1000 ml Good quality	
92	Soap Toilet (70grams) Good quality	
93	Soap Liquid (250 ml) bottle (Hand wash)	
94	Scotch Brite 3m	
95	Surf Excel 1 KG or equivalent	
96	Towel medium size Good quality	
97	Back Care Foam Master Molty good quality	
98	Tea cups with soucer good quality	
99	Tea tray plastic good quality large size	
100	Tea spoon per piece, steel good quality	
101	Rice spoon per piece, steel good quality	
102	Quarter plate per piece good quality	
103	Small plate per piece good quality	
104	Fork per piece, steel, good quality	
105	Table set rexine	
106	Tissue Box (300 sheets) Rose Petal pop-up Ultra soft	
107	Liquid Dish washer bottle Lemon Max 475 ml	
108	Wiper PVC Pipe Handle large size Good quality	
109	Water Tumbler (Glass) Nova	
110	Wall clock, superior quality	
111	Kettle electric 1.7ltr. Deuron (Original)	
112	Telephone Set (Good Quality)	
	COMPUTER ACCESSORIES ITEMS	
113	External Hard Drive, 1 TB good quality	
114	SSD Hard drive 256GB with Window installation	
115	SSD Hard drive 120GB with Window installation	
116	Keyboard HP/Dell /A4 tech (Original)	
117	Mouse Optical HP/Dell (Original)	
118	Mouse Pad Imported good quality	
119	Flash/USB 32GB HP 3.0 (Original)	
120	Flash/USB 64GB HP 3.0 (Original)	
121	Air Filter (Genuine) for Suzuki Swift	
122	Oil Filter (Genuine) for Suzuki Swift	
123	Diesel Filter for Generator 20-KVA SDMO with fitting & Service charges	
124	Oil Filter for Generator 20-KVA SDMO with fitting & Service charges	
125	Air Filter for Generator 20-KVA SDMO with fitting & Service charges	
126	Stapler XG-0229 (Metal Hand)	
127	Max Ball-points Jelflo	