

Tender schedule for Stationery Store Items of PIMS – FY 2024-25

Technical Offer

S #	Name of Item	Specification	UNIT	Estimated quantity for 24-25	Item Quoted Yes ✓ or No ✗ if yes, specify)
1	Ball Point Pen	Picasso/Piano Clipper/Dollar Clipper Different Colours (Pkt 10.Nos) or Equivalent	Pkt	1200	
2	Uni-ball Pen	Uni-ball Eye Fine/Micro Different Colour or Equivalent	No	800	
3	Pointer Pen	DOLLAR / Mercury Different Colours or Equivalent	No	400	
4	Flouresent Marker	Stabilo/Pelikan Different Colour or Equivalent	No	300	
5	Marker DOLLAR	DOLLAR 70/90 No Different Colours or Equivalent	No	2500	
6	Board Marker	DOLLAR Different Colours or Equivalent	No	300	
7	Lead Pencil	2½ -HB 5000 Goldfish, Autocrat or Equivalent	Doz	175	
8	Brown Paper	38 Grams 400 sheets Best Quality	Ream	5	
9	Transparent Plastic Sheet	Plastic Transparent Notebook Cover Roll	Roll	5	
10	Carbon Paper	Butterfly/Ruby Size 21.5x33 Cm, Pkt 100 Sheets or Equivalent	Pkt	150	
11	Colour Paper	Imported 80.Gms, A/4, D/Colours 100 Sheets	Pkt	20	
12	Offset Paper A/4	Imported 80.Gms, A/4 Size 500 Sheets	Ream	1500	
13	Offset Paper A/4	Imported 70.Gms, A/4 Size 500 Sheets	Ream	8800	
14	Offset Paper Legal	Imported 80.Gms, Legal Size 500 Sheets	Ream	100	
15	Offset Paper Legal	Imported 70.Gms, Legal Size 500 Sheets	Ream	50	
16	Duplicating Paper	50.Gm, Legal Size 400 Sheets	Ream	60	
17	Typing Paper	50.Gm, Legal Size 400 Sheets	Ream	50	
18	Cash Book	Bank Column No.8	Book	5	
19	Rulled Register No.20 Imported	10 Qrs, A-Rehman / Al-Imran or Equivalent	Reg	20	
20	Rulled Register No.20	10 Qrs, A-Rehman / Al-Imran or Equivalent	Reg	100	
21	Rulled Register No.12	6 Qrs, A-Rehman / Al-Imran or Equivalent	Reg	600	
22	Rulled Register No.8	4 Qrs, A-Rehman / Al-Imran or Equivalent	Reg	400	
23	Note Sheets Pad	Offset Paper 80.Gm Imp, Legal Size, 50 Leaves	Pad	120	
24	Drafting Pads Legal	Legal Size 50 Leaves	Pad	50	
25	Drafting Pads A/4	A/4 Size 50 Leaves	Pad	50	

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26	Drafting Pads Small	Size 5"x8" 50 Leaves	Pad	100	
27	Short Hand Book	72 Leaves Best Quality	Book	30	
28	Peon Book	72 Leaves Best Quality	Book	120	
29	Post-it-Note Pad	Size 3"x3" Pkt 100.Pcs Pronoti or Equivalent	Pad	100	
30	Sticky Note Pad	Pkt 100.Pages Each x 4 Colours = 400 Sticky Notes	Pad	100	
31	Appointment Diary	2025, 6"x9" Single Page B/Quality	No	12	
32	Telephone Index	Offset Paper 250 Leaves, Size 5"x7"	No	5	
33	Envelops File Size	Size 11"x15" Brown Craft Paper Side Open B/Q	No	3000	
34	Envelops A/4 Size	Size A/4 Brown Craft Paper Side Open B/Q	No	2500	
35	Envelops Brown 9"x4"	Size 9"x4" Brown Craft Paper Side Open B/Q	No	15000	
36	Envelops White 7"x5"	Size 7"x5" 80 Gms Offset Imported Paper Side Open B/Q	No	1000	
37	Envelops White 9"x4"	Size 9"x4" 80 Gms Offset Imported Paper Side Open B/Q	No	1000	
38	Paper Pins	Size No.2 Chrysanthemum China or Equivalent	Pkt	350	
39	Paper Clip	Three Flowers 36.mm Pkt. 100.No or Equivalent	Pkt	75	
40	Staples Pins	Staples Pins Dollar 24/6 or Equivalent	Pkt	1500	
41	Staples Pins Heavy	Heavy Duty KWI-23x17 or Equivalent	Pkt	50	
42	Drawing Pin Plastic	Plastic Thum 24.Pcs	Pkt	75	
43	Pen Ink Dollar	Ink Dollar 60,Ml Plastic Bottle or Equivalent	Botl	30	
44	Stamp Pad Ink	Crystal / Sensa / Quality 28.5 Gm or Equivalent	Botl	120	
45	Correction Fluid with Thiner	Pelikan BLANCO Correction Fluid With Thiner 2x20 ML or Equivalent	Set	120	
46	Correction Pen	ORO / Dux or Equivalent	No	50	
47	Gum Botl	Botl.142.Gram Nafees or Equivalent	Botl	75	
48	Stick Gum	UHU 21.G Medium Size or Equivalent	No	50	
49	Shopner Plastic	Single Plastic China	Doz	25	
50	Erasser Pelikan	Pelikan DG-50 Germany or Equivalent	No	350	

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51	Foot Ruller	Stainless Steel 12" Heavy	No	50	
52	Self Adhensive Scotch Tape 1"	Scotch Tape 1 inch 40 Yards Transparent Tape	Roll	150	
53	Double Sided Tape	Tape Width 100 MM Packaging Type Roll Length 15 M	Roll	24	
54	Tags Large 12"	12" Size (Suti) Pkt 60.Pcs.	Pkt	500	
55	Tags Small 5"	5" Size (Suti) Pkt 60.Pcs.	Pkt	100	
56	Chalk Coloured	Box of 50 Nos	Box	25	
57	Stappler Machine	(Deli No.0326,OPAL Standy 45,Plus,Three Flower TF0226) Stappler With Staple Remover or Equivalent	No	120	
58	Stappler Machine Heavy Duty	Staple size 23/6 to 23/24, 2 to 240 Sheets, SDI.Sensa or Equivalent	No	6	
59	Staple Pin Remover	SDI or Equivalent	No	50	
60	Punch Single Hole	Steel Best Quality 5/1-2"	No	50	
61	Punch Single Hole	Steel Best Quality 7"	No	50	
62	Punch Two Hole	Opel DP-6P Medium Size or Equivalent	No	25	
63	Punch Two Hole Heavy Duty	Up to 50 Sheets, KW-Trio or Equivalent	No	6	
64	Table Set	Crystal / Leatheride 07.Pcs	Set	15	
65	Pen Stand Marble	Marble With Brass Holder size 6"x3"	No	15	
66	Dairy Stand	Plastic B/Q	No	15	
67	Pin Pencil Tray	Plastic 9"x4-1/2"	No	15	
68	Cutter Knife	Large Size China	No	50	
69	Paper Cutting Scissors	The Best Scissors for Cutting and Trimming Paper	No	24	
70	Pin Cussion	Marble B/Q	No	15	
71	Pen Holder	Hero/Dux-240 or Equivalent	No	25	
72	File Tray Plastic	Size 11"x15", Pure Plastic	No	50	
73	Waste Paper Basket	Dia 9",Height 10" Without Hole, Pure Plastic	No	150	
74	Stamp Pads	Crystal / Quality or China Large Size	No	100	
75	Self Ink Printer Stamp	Shiny S-843 (Medium) or Equivalent	No	50	

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76	Identity Card Doori	Doori with Clip (Best Quality)	No	100	
77	Sealing Vax	Pkt 80.Grms	Pkt	100	
78	File Board	Board with Rexene Flaper 10"x14" B/quality	No	4500	
79	Engagement Stand	Clear Plastic Sheet A/4 Size.	No	5	
80	Dak Pad Leatheride	B/quality Inner Cloth or Sweet 11"x14" Stiched	No	15	
81	Plastic File Green/Blue	Double Clip File Legal Size	No	500	
82	Fancy Box File	Imp Clip 11"x13-½"x3" with Locking Holes	No	100	
83	Desk Calender	2025 Imported Paper.	No	100	
84	White Board Duster	Plastic Base B/Q.	No	15	
85	Notice Board	Green Blazer & Aluminum Frame Heavy with Plastic Corners	Sft	150	
86	White Board	Aluminum Frame Heavy with Plastic Corners	Sft	100	
87	Blazer Cloth	Different Colour Width 4-1/2'	Mtr	50	
88	Stamp Nylon	English/Urdu	Line	650	
89	Calculator	Casio MJ-120, 12 Digit China or Equivalent	No	25	
90	Cassette Ribbon	PRINT RITE for Electronic Typewriter IBM	No	6	
91	Lift up Tape	PRINT RITE for Electronic Typewriter IBM	No	6	
92	Computer CD (RW)	Maxel / Sky or Equivalent (Hard Box Single Pack)	No	24	
93	Computer DVD (RW)	Maxel / Sky or Equivalent (Hard Box Single Pack)	No	24	
94	Key Board	A/4 Tech USB	No	24	
95	Wireless Key Board	A/4 Tech / Logitech	No	12	
96	Mouse A/4 Tech	Optical A/4 Tech (Scroll) USB	No	50	
97	Wireless Mouse	A/4 Tech / Logitech	No	12	
98	Self Adhesive PVC Sticker Roll	Roll of 400 PVC Sticker Size of Sticker 3"x4" for Printer Zebra (GK420T) as Per Sample	No	500	
99	Printer Ribbon	Zebra GK420T	No	250	
100	Self Adhesive PVC Sticker Roll	Roll of 1000 PVC Sticker Size of Sticker 1"x2" for TSC TE200,Printer as Per Sample	No	2000	

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101	Printer WAX Ribbon	for TSC TE200,Printer	No	1200	
102	Thermal Paper Roll	Size 3"x 45 Meter (For Token Machine)	Roll	500	
103	PVC I.D Card for Employes	PVC I.D Employes Service Card Size 5.5Cm x 8.5Cm,Front & Back Side four Colour Printing with Jacket & Doori.	No	5000	
104	Panaflex Standy	Panaflex Standy Star Media,Size 2'x5',Front four Colour Printing with Ring & Panda Stand	No	25	
105	Panaflex Banner	Panaflex Banner Star Media Front four Colour Printing with Ring	Sft	500	
106	Panaflex Banner	Panaflex Banner China Media Front four Colour Printing with Ring	Sft	500	
107	Tonner Photocopier Panasonic DP-8045	Genuine for Panasonic DP-8045	No	3	
108	Tonner Photocopier bizhub 363	Konica Minolta bizhub 363 (TN414) 512-G	No	5	
109	Tonner Cartridge (05A)	Success Print / Print Rite / DataMark Compatible Tonner Cartridge (05A) For HP Laser Jet 2035/2055 Printer	No	100	
110	Tonner Cartridge (05B)	Success Print / Print Rite / DataMark Compatible Tonner Cartridge (05B) For HP Laser Jet Pro-400 Printer	No	200	
111	Tonner Cartridge (12A)	Success Print / Print Rite / DataMark Compatible Tonner Cartridge (12A) For HP Laser Jet 1010,1020 & 3050 Printer	No	10	
112	Tonner Cartridge (17A)	Success Print / Print Rite / DataMark Compatible Tonner Cartridge (17A) For HP Laserjet Printer M,130-FN,Printer	No	20	
113	Tonner Cartridge (26A)	Success Print / Print Rite / DataMark Compatible Tonner Cartridge (26A)For HP Laserjet Printer M,402-DN,DNE Printer	No	650	
114	Tonner Cartridge (30A)	Success Print / Print Rite / DataMark Compatible Tonner Cartridge (30A) For HP Laser Jet Pro M203,MFP M227 Printer	No	10	
115	Tonner Cartridge (35A)	Success Print / Print Rite / DataMark Compatible Tonner Cartridge (35A) For HP Laser Jet P1005,P1006, Printer	No	5	
116	Tonner Cartridge (49A)	Success Print / Print Rite / DataMark Compatible Tonner Cartridge (49A) For HP Laser Jet 1320 Printer	No	15	
117	Tonner Cartridge (53A)	Success Print / Print Rite / DataMark Compatible Tonner Cartridge (53A) For HP Laser Jet 2015 Printer	No	15	
118	Tonner Cartridge (55A)	Success Print / Print Rite / DataMark Compatible Tonner Cartridge (55A) For HP Laser Jet P-3015 Printer	No	25	
119	Tonner Cartridge (58A)	Success Print / Print Rite / DataMark Compatible Tonner Cartridge (58A) For HP Laserjet Printer M,404-N,DN,DW /M404N,Printer	No	10	

Technical Offer

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120	Tonner Cartridge (76A)	Siccess Print / Print Rite / DataMark Compatible Tonner Cartrdge (76A) For HP Laserjet Printer M,404-DN,Printer	No	50	
121	Tonner Cartridge (78A)	Siccess Print / Print Rite / DataMark Compatible Tonner Cartrdge (78A) For HP Laserjet Printer M,1536-DNF,Printer	No	25	
122	Tonner Cartridge (81A)	Siccess Print / Print Rite / DataMark Compatible Tonner Cartrdge (81A) For HP Laserjet Printer,606-DN,Printer	No	20	
123	Tonner Cartridge (83A)	Siccess Print / Print Rite / DataMark Compatible Tonner Cartrdge (83A) For HP Laserjet Printer, M201DW, M125NW, M127FN,Printer	No	10	
124	Tonner Cartridge (85A)	Success Print / Print Rite / DataMark Compatible Tonner Cartrdge (85A) For HP Laser Jet M-1212-NF Printer	No	25	
125	Tonner Cartridge (106A)	Success Print / Print Rite / DataMark Compatible Tonner Cartrdge (106A) For HP Laser Jet MFP 135A, Printer	No	15	
126	Tonner Cartridge (107A)	Success Print / Print Rite / DataMark Compatible Tonner Cartrdge (107A) For HP Laser Jet MFP 135W/137FNW Printer	No	15	
127	Tonner Cartridge (147A)	Success Print / Print Rite / DataMark Compatible Tonner Cartrdge (147A) For HP Laser Jet M611/DN Printer	No	10	
128	Toner Refil Powder Ink	Toner Refil Powder Ink - For Refil Printer Toner	Pkt	20	
129	Refil Toner 59/A,76/A, 26/A, 80/A	59/A, 76/A, 26/A, 80/A Replacement of Drum, Clinical Blade & Powder Ink	No	300	
130	Refil Toner 85/A,78/A, 83/A,	85/A, 78/A, 83/A, Replacement of Drum, Clinical Blade & Powder Ink	No	25	
131	Refil Toner 55/A,81/A, 147/A,	85/A, 55/A, 81/A, 147/A, Replacement of Drum, Clinical Blade & Powder Ink	No	25	
132	Tonner Cartridge (76A)	Siccess Print / Print Rite / DataMark Compatible Tonner Cartrdge (76A) For HP Laserjet Printer M,404-DN,Printer	No	50	

Total Items Quoted _____ **out of 132**

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