

STATE LIFE INSURANCE CORPORATION OF PAKISTAN
FAISALABAD ZONE

TENDER DOCUMENT NO.P&GS/01/2020

Sr. No.	NAME OF ITEMS	REQ.QTY YEARLY	SIZE Measurement in Inches	SPECIFICATION
1	Ammandment to proposal for policy	350 Pads	8.5*11	70 Gram Century Paper or equivalent
2	Annual Statement of Declaration	250 Pads	8*13	70 Gram Century Paper or equivalent
3	Application for New Reg. SR,SO,SM	200 Pads	8*13	70 Gram Century Paper or equivalent 2 Leave 04 Pages double side print) 01 Pad Contain 200 Leaves
4	Application for Renwal of Registration (SR,SO,SM)	150 Pads	8*13	70 Gram Century Paper or equivalent (double side print)
5	Application to work as S.R	200 Pads	8*13	70 Gram Century Paper or equivalent (double side print)
6	Attached Registration	250 Pads	8.5*11	70 Gram Century Paper or equivalent
7	Authority Letter	250 Pads	8.5*11	70 Gram Century Paper or equivalent
8	Certificate by Manager	300 Pads	8.5*11	70 Gram Century Paper or equivalent
9	Confidential Report above 1-M	200 Pads	8.5*11	70 Gram Century Paper or equivalent
10	Confidential Report below 1-M	300 Pads	8.5*11	70 Gram Century Paper [03 Pages, 02 Leaves (01 dobule side+01 Single Side print)] or equivalent
11	D. G. H Form	600 Pads	8.5*11	70 Gram Century Paper or equivalent
12	Decleration Rule - 2002	200 Pads	8*13	70 Gram ofset or equal
13	Form D-2	100 Pads	8.5*11	70 Gram Century Paper or equivalent
14	Key For Aptitude	250 Pads	8.5*11	70 Gram Century Paper or equivalent
15	KYC Annexature A	400 Pads	8*13	70 Gram Century Paper [02 Pages, 01 Leaves dobule side print] or equivalent
16	KYC Annexature B	400 Pads	8*13	70 Gram Century Paper [03 Pages, 02 Leaves (01 dobule side+01 Single Side print)] or equivalent
17	N D Forms	150 Pads	8.5*11	70 Gram Century Paper or equivalent
18	Nomination Form (2 Colour Print)	200 Pads	8.5*11	75 Gram Offset or equivalent
19	Petti Cash Voucher	100 Pads	7.25 x 4.5	70 Gram Century Paper or equivalent
20	Proposal Form Medical (2 Ply Double Side Print)	50000 Nos	8.5*11	80 Gram Century Paper or equivalent [06 Leaves [01 Single side with 8.5*3.5 size + 05 double side print with Sr.# on every leave and Manual Gum Binding of 50 Forms, (300 Leave)] Shape Pad. As per sample.
21	Proposal Form Non Medical (2 Ply Double Side Print)	100000 Nos	8.5*11	80 Gram Century Paper or equivalent [05 Leaves [(01 Single Side Print with 8.5*3.5 size + 04 double side print with Sr.# on every leave and Manual Gum Binding of 50 Forms (250 Leave)] Shape Pad. As per sample.
22	Revival Application (Medical)	20000 Nos	8.5*11	70 Gram Century Paper or equivalent 2 Leave 04 Pages double side print with Folding

23	Revival Application (Non Medical)	30000 Nos	8.5*11	70 Gram Century Paper or equivalent 2 Leave 04 Pages double side print with Folding
24	Rujhanati Sawalnama	200 Pads	8*13	70 Gram Century Paper or equivalent
25	Supplimentary Form	200 Pads	8.5*11	70 Gram Century Paper or equivalent
26	Swiss Re Financial Questionnaire For Proposer (Annexure D)	200 Pads	8.5*11	70 Gram Century Paper or equivalent 2 Leave 04 Pages double side print.
27	Zonal Head Direct Confidential Report	200 Pads	8.5*11	70 Gram Century Paper [03 Pages, 02 Leaves (01 double side+01 Single Side print)] or equivalent

STATE LIFE INSURANCE CORPORATION OF PAKISTAN
FAISALABAD ZONE

TENDER DOCUMENT NO.P&GS/02/2020

Sr. No.	NAME OF ITEMS	REQ.QTY YEARLY	SIZE Measurement in Inches	SPECIFICATION
1	Adjustment of suspence	200 Pads	8.5*11	70 Gram Century Paper or equivalent
2	AIB Claim Processing Sheet Fz 307	30 Pads	8*13	70 Gram Century Paper or equivalent
3	AIB Claim Requirement Letter	30 Pads	8.5*11	70 Gram Century Paper or equivalent
4	Alteration Advice M 2 A	30 Pads	7.25*9.5	70 Gram Century Paper or equivalent
5	Annaxture A (Waiver of late fees)	50 Pads	8.5*11	70 Gram Century Paper or equivalent
6	App Ka Maktoob (Calim)	30 Pads	8.5*11	70 Gram Century Paper or equivalent
7	App Ka Maktoob (PHS)	30 Pads	8.5*11	70 Gram Century Paper or equivalent
8	Application for grant of cash	25 Pads	8*13	70 Gram Century Paper or equivalent
9	Application for Promotion SO to SM	20 Pads	8*13	70 Gram Century Paper 100*3=300 Sheets or equivalent
10	Application for Surrender of Policy	200 Pads	8*13	70 Gram Century Paper or equivalent
11	Attendance Register Cover (Late Coming) Pink	350 Nos.	14 X 17	Colour Card 150 gm Century every card 02 Leaves Folding or equivalent
12	Attendance Register Cover (Regualr) Yellow	350 Nos.	14 X 17	Colour Card 150 gm Century every card 02 Leaves Folding or equivalent
13	Attendance Sheet (Large)	1000 Sheets	14 X 17	75 Gram Century Paper or equivalent
14	Attendance Sheet (Small)	2000 Sheets	16.5*6.75	75 Gram Century Paper or equivalent
15	Audit Observation Pad	50 Pads	8.5*11	70 Gram Century Paper or equivalent
16	Budget Register Sheet (Double Side Print)	1000 Sheets	13 x 11	75 Gram Century Paper or equivalent E (Side cut)
17	Certificate of Agy	25 pads	8.5*11	70 Gram Century Paper or equivalent
18	Certificate to be completed by Educationnal Inst.	15 Pads	8*13	70 Gram Century Paper or equivalent
19	Change of Nominee/Guardian	100 Pads	8.5*11	70 Gram Century Paper or equivalent
20	Cheque Forwarding Letter F.z 17	200 pads	5½ x 8¼	70 Gram Century Paper or equivalent
21	CHQ Schedule	10 Pads	8.5*11	3 Ply Color Paper Local
22	Claim Covering Letter	50 Pads	8.5*11	70 Gram Century Paper or equivalent
23	Claim Payment Voucher	25 Pads	8.5*11	70 Gram Century Paper or equivalent
24	Clinical Data Form	30 Pads	8.5*11	70 Gram Century Paper or equivalent
25	Conveyance Bill	10 Pads	5½ x 8¼	70 Gram Century Paper or equivalent
26	D C S Renewal	70 Pads	11 x12	70 Gram Century Paper or equivalent
27	D.P.O 4 Processing Sheet	20 Pads	8*13	70 Gram Century Paper or equivalent
28	D.P.O 4-A	50 Pads	8.5*11	70 Gram Century Paper or equivalent
29	D.P.O 6-A	10 Pads	8*13	70 Gram Century Paper or equivalent Double Side Print
30	D/C. J.V	20 Pads	9 x 11	70 Gram Century Paper or equivalent
31	D/C. Intimation Ledger	02 Reg	13 x 16½	70 Gram Century Paper or equivalent (200 Sheet)

Sr. No.	NAME OF ITEMS	REQ.QTY YEARLY	SIZE Measurement in Inches	SPECIFICATION
32	Daily Cash Statement Register	05 Reg	8*13	75 Gram Century Paper or equivalent (200 Sheet)
33	Dak Dispatch Register	05 Nos	Standard Size	75 Gram Century Paper or equivalent (200 Sheet) with Binding
34	Dak Receipt Register	03 Nos	Standard Size	75 Gram Century Paper or equivalent (200 Sheet) with Binding
35	Dak Receipt Slip	500 Pads	5½ x 8¼	70 Gram Century Paper or equivalent
36	Dawedar ka bian (Form Alaf) (2 Ply Single Print)	80 Pads	8.5*11	70 Gram Century Paper or equivalent
37	Death Claim Letter (FZ-210)	60 Pads	7*9.5	70 Gram Century Paper or equivalent
38	Death claim paid register	02 Reg	13 x 16.5	70 Gram Century Paper or equivalent (200 Sheet)
39	Debit & Credit Note	10 Pads	8.5*11	70 Gram Century Paper or equivalent
40	Debit letter Medical	10 Pads	8.5*11	70 Gram Century Paper or equivalent
41	Debit to Employee	10 pads	8.5*11	70 Gram Century Paper or equivalent
42	Declaration for the grant of Education Allowance	10 Pads	8*13	70 Gram Century Paper or equivalent
43	Decleration Form Field	25 Pads	8*13	70 Gram Century Paper or equivalent Double Side Print
44	Decleration Form Officer	10 pads	8*13	70 Gram Century Paper or equivalent Double Side Print
45	Decleration Form Staff	10 pads	8*13	70 Gram Century Paper or equivalent Double Side Print
46	Discharge of policy form No.XII	50 Pads	8*13	70 Gram Century Paper or equivalent
47	Endorsement PHS/ALT	25Pads	8.5*11	70 Gram Century Paper or equivalent
48	Enevelope Khaki 9 x 4	50000 Nos	8.75*3.75	Golden Craft Paper or equivalent
49	Enevelope Policy Docoument Size	8000 Nos	9.5*11.5	Golden Craft Paper or equivalent
50	Envelope File Size	2000 Nos	11*14.5	Golden Craft Paper or equivalent
51	Envelope White	5000 Nos	4.75*10.75	75 Gram Century Paper or equivalent
52	Envelope White (Medical)	10000 Nos	4.75*10.75	75 Gram Century Paper or equivalent
53	Existence Certificate Claim 2	40 Pads	8.5*11	70 Gram Century Paper or equivalent
54	Filecover office (Office) (As per sample)	10000 Nos	21.5*13.5	240 Gram Bleach Card or equivalent with steel clip + State Life Monogram etc.
55	Fixed Assets Register	03 Reg	10*16	75 Gram Offset With Fine Quality Binding (200 Leaves with Sr. No.) or equivalent
56	Flexex (Only for Local Venders)	2000 sq.feet	Each order will diff. in size	Star Brand/China (Urgent Nature Work) or equivalent
57	Form -Jeem (Sanad Ki Shanakhat)	50 Pads	8.5*11	75 Gram Century Paper or equivalent
58	From Daal (Aajer Ki Sanad)	40 Pads	8.5*11	75 Gram Century Paper or equivalent (2 - colour print)
59	FZ 202 (Claim/Maturity Intimation)	100 Pads	8*13	70 Gram Century Paper or equivalent
60	Hard File with 36" Laces	500 No.	9.5*13.5	Printed Gatta Local/ Century with Cloth As per sample
61	Health Card	2500 Sheet	8*13	70 Gram Century Paper or equivalent
62	Indent Pad	30 Pads	8.5*11	70 Gram Century Paper or equivalent
63	Inter Office Commounication Pad	10 Pads	8.5*11	70 Gram Century Paper or equivalent
64	Intimation Register (mty) 200 leave	02 Reg	13 x 16½	75 Gram Century Paper or equivalent
65	Iqrar Nama	10 Pads	8.5*11	75 Gram Century Paper or equivalent
66	J.V Petty cash with Binding	03 books	10x12	3 Ply paper local 300 sheets.
67	Journal Voucher	25 Pads	11½ x 12	70 Gram Century Paper or equivalent
68	L. A. 3. New Business	10000 Sheets	8.5*11	70 Gram Century Paper or equivalent
69	L-A-3 (PHS)	10 Pads	8*13	70 Gram Century Paper or equivalent

Sr. No.	NAME OF ITEMS	REQ.QTY YEARLY	SIZE Measurement in Inches	SPECIFICATION
70	Leave Application English	25 Pads	8.5*11	70 Gram Century Paper or equivalent
71	Leave Application Urdu	30 Pads	7.25*9.75	70 Gram Century Paper or equivalent
72	Leave Card	500 Sheets	11¼ x 13¼	70 Gram Century Paper or equivalent
73	Leave Encashment Pad (Officer)	25 Pads	8.5*11	70 Gram Century Paper or equivalent
74	Leave Encashment Pad (Staff)	25 Pads	8.5*11	70 Gram Century Paper or equivalent
75	Letter Head Pad 2 Colour Print	30000 Sheets	8*13	90 Gram Offset or equivalent
76	Loan Application	100 Pads	8.5*11	70 Gram Century Paper or equivalent With State Life Mono
77	Loan Assignment Register	05 Reg	8*13	75 Gram Century Paper or equivalent (250 Sheet) with Binding
78	Loan Cheque Despatch Register	10 Reg	Standard Size	75 Gram Century Paper or equivalent (250 Sheet) with Binding
79	Maturity Claim D.V	75 Pads	8.5*11	70 Gram Century Paper or equivalent
80	Medical Fee statement	30 Pads	8.5*11	70 Gram Century Paper or equivalent
81	Medical Attendance Certificate Form B	80 Pads	8.5*11	75 Gram Century Paper or equivalent Double Side Print
82	Medical Book Officer	200 Books	4¼ x 11	70 Gram Century Paper 55 Sheets with Clip Binding or equivalent
83	Medical Exp. Card Field	2000 Sheets	10*15	75 Gram Century Paper or equivalent
84	Medical Reference Letter (Agency)	50 pads	8.5*11	70 Gram Century Paper or equivalent
85	Medical Re-imburement pad	25 Pads	8*13	70 Gram Century Paper or equivalent
86	N.D Form PHS	10 Pads	8*13	70 Gram Century Paper or equivalent
87	Over Time Pad	30 Pads	8*13	70 Gram Century Paper or equivalent
88	P.F Credit Voucher	10 Pads	8*13	70 Gram Century Paper or equivalent
89	P.F Dedit Voucher	10 Pads	8*13	70 Gram Century Paper or equivalent
90	P.F Dedit Voucher (J.V)	10 Pads	8*13	70 Gram Century Paper or equivalent
91	P.R. Book Fresh (50 x 4) Four Colour Pages	100 Books	8*5.25	4 Ply Colour Paper (Carbenless)
92	P.R. Book Renewal (50 x 4) Four Colour Pages	200 Books	8*5.25	4 Ply Colour Paper (Carbenless)
93	Payment Sheet Of Annuity Card	1000 cards	8*13	Alboster 300 Grm. or equivalent
94	Payment Voucher Pads	200 Pads	8.5*11	70 Gram Century Paper or equivalent
95	Performa For Surrender Of Policy	100 Pads	8.5*11	70 Gram Century Paper or equivalent
96	Personal Accident Claim Form A-2	10 Pads	8*13	70 Gram Century Paper or equivalent Double Side Print
97	Personal Accident Claim Form B	10 Pads	8*13	70 Gram Century Paper or equivalent Double Side Print
98	Photo State Slip	10 Pads	4.75*7	70 Gram Century Paper or equivalent
99	Policy Holder Feed Back Form English/Urdu	200 Pads	8.5*11	70 Gram Century Paper or equivalent
100	Policy Particular PHS	40 Pads	8*13	70 Gram Century Paper or equivalent
101	Policy File Cover (Any Colour) As per sample	100000 No.s	9.5*29.5	300 gm Bleach Card (Polo Century) with steel clip + 4.75" Sqash Tape and Double Side Printing on 01 Page or equivalent
102	Policy Indent Card	8000 No.	8*13	300 Gram Alboster Card or equivalent
103	Policy Loan Processing Sheet	10 Pads	8*13	70 Gram Century Paper or equivalent
104	Policy Loan Schedule (Loan Form)	100 Pads	8.5*11	70 Gram Century Paper or equivalent
105	Policy Revival Letter (FZ 121)	25 Pads	8.5*11	70 Gram Century Paper or equivalent
106	Pre- Receipt Discharge Voucher	40 Pads	8.5*11	70 Gram Century Paper or equivalent
107	Pre-Receipt S.V, Discharge Voucher	250 Pads	8.5*11	70 Gram Century Paper or equivalent
108	Prescription Form Field	10 Pads	7*9.5	70 Gram Century Paper or equivalent

Sr. No.	NAME OF ITEMS	REQ.QTY YEARLY	SIZE Measurement in Inches	SPECIFICATION
109	Promotion evaluation Sheet	25 Pads	8*13	70 Gram Century Paper or equivalent
110	Proposal Register Sheet double side print	8000 Sheets	13 x 16½	75 Gram Century Paper or equivalent
111	Risk Profiling Sheet	100 Pads	8*13	70 Gram Century Paper or equivalent (200 Leaves)
112	Reference Slip Pad (Medical)	50 Pads	11x 4 1/2	70 Gram Century Paper or equivalent
113	Requirment Letter P.H.S	50 Pads	8.5*11	70 Gram Century Paper or equivalent
114	S.V.Payment Letter F.Z.01	100 Pads	8.5*11	70 Gram Century Paper or equivalent
115	SECP Register of Agents	03 Reg	13*16.5	75 Gram Century Paper or equivalent with Binding (200 Leaves with Sr. No.) or equivalent
116	Stop Payment Letter	10 Pads	9 x 5½	70 Gram Century Paper or equivalent
117	Supply Order Book (100 x 3 Pages)	05 Books	8.5*11	3 Ply Colour Paper (Local)
118	T.A. D.A. Form	10 Pads	8*13	70 Gram Century Paper or equivalent
119	Undertaking for Revival of Policy	35 Pads	8.5*11	70 Gram Century Paper or equivalent
120	Visiting Cards (Only for Local Venders due to urgent nature work)	5000 Nos Per order 500 No.	5 x 8.5 cm	350 Gram Art Paper UV Coated 02 Colour or equivalent
121	Zakat Deduction Refund Register	03 Reg	13*16.5	75 Gram Century Paper or equivalent with Binding (200 Leaves with Sr. No.) or equivalent
122	Zero Item No.01	100 Pads	8*13	70 Gram Century Paper or equivalent Each order will be contian on different printing/wording formate
123	Zero Item No.02 Double Side Print	100 Pads	8*13	70 Gram Century Paper or equivalent Each order will be contian on different printing/wording formate
124	Zero Item No.04 Double Side Print	100 Pads	8*13	70 Gram Century Paper or equivalent Each order will be contian on different printing/wording formate 02 Colour Printing.
125	Zero Item No.05	100 Pads	8.5*11	70 Gram Century Paper or equivalent Each order will be contian on different printing/wording formate
126	Zero Item No.06 Double Side Print	100 Pads	8.5*11	70 Gram Century Paper or equivalent Each order will be contian on different printing/wording formate
127	Zero Item No.07 Double Side Print	5000 No. 1000 per order	9 x 11	128 Gram Art Paper Multi Colours or equivalent

STATE LIFE INSURANCE CORPORATION OF PAKISTAN
FAISALABAD ZONE

TENDER DOCUMENT NO.P&GS/03/2020

LIST OF STATIONERY ITEMS

Sr. No.	NAME OF ITEMS	SPECIFICATION	Req. Qty,2020
1	Abro Tape	Sensa 1" width Length 15 Meter or equivalent	250 Nos.
2	Air Freshner	Fridi mix lavovder 300 ML or equivalent	250 Nos.
3	Alaram Cells	Alkaline A23S 12V	50 Nos.
4	Ball Point (Mix Colors)	Piano Simple or equivalent	5000 Nos.
5	Ball Point Click	Point 0.8 mm or equivalent	1200 Nos.
6	Bettery Cells	Eneron Heavy Duty R6 AA UM3 HR 60P 1.5V or Equivalent	300 Nos.
7	Bettery Cells	Eneron Heavy Duty R03 AAA UM4 HR 03OP 1.5V or Equivalent	100 Nos.
8	Box File (Large)	Ideal BF 556 # or equivalent	100 Nos.
9	Box File (Small)	Ideal BF 555 # or equivalent	50 Nos.
10	Bull Dog Clip (02")	51mm China brand or equivalent	50 Nos.
11	Calculator	14 Digit Citizen CD 780/Casio Original or Equivalent	50 No.
12	Carbon Paper (Fresh material Blue)	100 Sheet 21cm*33cm KCR Pencil Brand or equivalent	10 Pkts.
13	Computer Paper 132 Colmn	Polo Century/Local 1000 Sheets (63 gm 11*15) or Equivalent	400 Boxes
14	Computer Paper 80 Colmn	Polo Century/Local 1000 Sheets (63 gm 11*9.5) or Equivalent	500 Boxes
15	Computer Ribbon IBM 6400	IBM 6400 - I Original or Equivalent	150 Nos
16	Computer Ribbon LQ-300	Printrite or Equivalent	200 Nos
17	Computer Ribbon LQ-310	Printrite or Equivalent	450 Nos
18	Computer Ribbon LQ-350	Printrite or Equivalent	70 Nos
19	Computer Ribbon LQ-590	Printrite or Equivalent	70 Nos
20	Computer Ribbon LQ-2180/2190	Printrite or Equivalent	300 Nos
21	Dumper Water	China Plastic/Rubber Body or Equivalent	300 Nos
22	Dumper Water	Rolling Fine Quality China or Equivalent	50 Nos
23	Duster	Falalan Yellow Size 18.5 x 21.5 Local/Imported or Equivalent	800 Nos
24	Electrical Kettle	Deuron Cordless Jug Kettle 1.7 Leter 2000w or Equivalent	02 No.

Sr. No.	NAME OF ITEMS	SPECIFICATION	Req. Qty,2020
25	Foker Cash Counter use	Stainless Steel Fine Quality Standard Size or Equivalent	10 No.
26	Foot (steel) 12" Thick	Dux or Equivalent	24 Nos.
27	Foot 12" Plastic	Dux or Equivalent	24 Nos.
28	Franking Machine Ink	473 ml Red Fluorescent Postage Meter Ink (Pitney Bowes USA) Original or Equivalent	02 No.
29	Glass Cleaner 500ml	Gilint or Equivalent	12 No.
30	Glass Magnifier	China 90 mm (3*6) or equivalent	05 No.
31	Gum Stick	40 gm UHU Germany brand or equivalent	150 No.
32	High Lighter (Mix colors)	Dollar/Pelikon 1-4.5 HLS 90 or equivalent	150 No.
33	Jug (Glass)	China Fine Quality Glass Covered or equivalent	20 No.
34	Led Pencil	Gold Fish HB-5000 Autocrate or equivalent	150 No.
35	Lemon Max Dishwashing Past with Scotch Brite	Lemon Max Dishwashing Past 450 Gram or Equivalent	150 Nos.
36	Marker No. 70,90 (Mix Colors)	Dollar/All Mark or Equivalent	150 Nos.
37	Mosquito Spray	Cobra 400 ML or Equivalent	10 No.
38	Office Bell	Excelent Company Cell Supported with remote or Equivalent	25 No.
39	Packing Tape	03" White or Brown (35 Yards) BTA/Sensa Brand or Equivalent	48 Nos
40	Paper Pin Pkt.	50 gm Grash or equivalent	30 Pkts
41	Paper Cutter	SBI Taiwan 18mm Steel Based covered plastic body or Equivalent	100 Nos
42	Paper Clip Pkt. 80 Nos.approx.	30 mm Tri flower brand (Yellow) or equivalent	50 pkts
43	Paper Clip Pkt. 80 Nos.approx.	52 mm or No.5 T.F or Equivalent	200 pkts
44	Paper Tray	Fresh Material Plastic China 11.75*15.5*4 or Equivalent	60 Nos
45	Pin Tray (Plastic)	Dux or equivalent	24 Nos
46	Plastic Dori	Rolled Packing Approx wt 200 gram Local	50 No.
47	Plastic File Cover Legal Size	Fine Hard Plastic Crystle or equivalent	50 No.
48	Plates Medium	Bone China Fine Quality or Equivalent	100 No.
49	Plates Rice Large	Bone China Fine Quality or Equivalent	100 No.
50	Punch Machine (Medium)	KW.tri 96*8 Kido brand or equivalent	200 Nos.

Sr. No.	NAME OF ITEMS	SPECIFICATION	Req. Qty,2020
51	Register No. 25 (Large)	150 Leaves/68 Gram (Ruled) or Equivalent	150 Nos.
52	Rough Pads	Size 8.5*11, 70 gm paper Century with cover as per sample or	200 Nos.
53	Rubber	AL-30/Pelikon Germany or equal	100 Nos.
54	Rubber Band Pkt. 1/2 kg (Large)	Red Colour Imported or Sensa or Equivalent	150 Pkts.
55	Rubber Band Pkt. 1/2 kg (Medium)	Red Colour Imported or Sensa or Equivalent	100 Pkts
56	Scotch Tape 1/2"	60 Yards Opal or Equivalent	60 No.
57	Separator	Plastic Fine quality Legal Size or Equivalent	36 No.
58	Separator	Plastic Fine quality A-4 Size or Equivalent	24 No.
59	Shorpnner	Dux or equivalent	200 Nos
60	Slip Box	Plastic	25 No.
61	Soap 140 gm	Lux by Unilever Pak or equivalent	500 Nos
62	Spoon Rice (Large)	Stainless Steel or Equivalent	100 No.
63	Spoon Tea (Small)	Stainless Steel or Equivalent	100 No.
64	Squatch Tape Cutting Machine	China Fine Quality or equivalent	06 No.
65	Squatch Tape Large 1"	Large Deer Brand 1" 60 Yards or Equivalent	36 Nos
66	Stamp Pad (Mix color)	Huhua No.2 or equivalent	250 Nos.
67	Stamp Pad Endorsing Ink (Mix Color)	Huhua 28.5ml or equivalent	300 Nos.
68	Stapler Remover	ICW/SDI brand or equivalent	144 Nos.
69	Stapler Pin 12N/17	Max Japan or Equivalent	150 Pkts
70	Stappler Machine Large	Max Japan HD-12N/17 or equivalent	06 Nos
71	Stappler Pin 24/6	Dollar (x1000) or equivalent	1500 Pkts
72	Stappler Machine Small	OPAL brand (24/6) HD-45N or equivalent	200 Nos
73	Sticky Chit Pad	China Fine Quality or equivalent	12 Nos
74	Table Diary Stand	Plastic Fine quality (Black Color)or Equivalent	12 Nos
75	Tea Cup with Pirach (As Per Sample)	Gol/Churas China fine quality or equivalent	180 No,s
76	Tissue Paper Box	Tulip 80*2 ply or equivalent	500 Pkts

Sr. No.	NAME OF ITEMS	SPECIFICATION	Req. Qty,2020
77	Towel	27x54 Cotton (20 Double Goli) White/Ofwhite or equivalent	50 No.
78	Tumbler/Glass 280 ml	Falcon or equivalent	528 No,s
79	Typing Paper 80 gm offset A-4 Size	Copymate 500 sheets or Equivalent	100 Rim
80	Typing Paper 80 gm offset Legal Size	Copymate 500 sheets or Equivalent	300 Rim
81	Uni Ball (Mix colors)	Signo Japan or Equivalent	1200 No.
82	Wall Clock	Original Champion 16.5" Round PVC Brown with white Background or Equivalent	10 No.
83	Waste Basket (Medium/Plastic)	Plastic Fresh China/Local or Equivalent	100 Nos
84	White Board Marker	Snowman White Japan Temporary Ink or Equivalent	20 No.
85	White Marker	Snowman White Japan Permanent Ink or Equivalent	10 No.