

Annexure A		Section-1				
Sr. No	Name Of Item	Specification	MAKE(Company & Brand Name)	Estimated Quantity Per Month	Rate	Grand Total
1	A-4 Paper	75 GSM 210*297 mm 500 Sheets jam Free high Speed		150		
2	Legal Paper(FS)	75 GSM 13.0*8.27 Inches 500 Sheets jam Free high Speed		100		
3	A3 Paper	75 GSM Jam free performance 500 Sheets		50		
4	Photo Glossy Sheet	150 GSM 210*297 suitable for inkjet printing		30		

Sr. No	Name Of Item	Specification	MAKE(Company & Brand Name)	Estimated Quantity Per Month	Rate	Grand Total
1	DVD	4GB Single sided one layer discs		50		
2	DVD	8GB Single sided one layer discs		10		
3	Pen Drive	8GB Usb and pc and Macintosh		10		
4	Pen Drive	16GB Usb and pc and Macintosh		5		
5	Mouse	USB Optical 1000 dpi sensitivity		5		
6	USB Key Board	104 Key usb		5		
7	Connector	(RJ-45)		100		

		Durable plastic			
8	Cable	Cat-6 Performance 250 MHz		1 Roll	
9	Extension Board	(5Switch,5Mtr.) Branded/Standard quality		5	
10	Web Cam	High speed & good sensor resolution		3	
11	Wireless Modem Router	150 Mbps 4 Port Branded/Standard quality		2	
12	Switch	4 Port Branded/Standard quality		3	
13	Switch	8 Port Branded/Standard quality		2	
14	Switch	16 Port Branded/Standard quality		1	
15	Signature Pad	Pressure layer must be 215 level resolution(2540lpi)		2	
16	Power Cable	16A 250V Branded/Standard quality		5	
17	VGA Cable	5Mtr. Branded/Standard quality		5	
18	Biometric Device	Hamster 4 usb Branded/Standard quality		2	
19	Mouse Pad	Branded/Standard quality		2	
20	Cmos Battery	Branded/good quality		10	
21	Hard-Disk	1 TB Internal 7200 Rps		1	
22	Mouse	Bluetooth Branded/Standard quality		1	

		quality			
17	Wiper Blade	36A Branded/Standard quality		5	
18	Color Ink Cartridge	L-380(M)		6 Set	
		L-380(C)			
		L-380(Y)			
		L-380(B) Branded/Standard quality			
19	Token Roll	Branded/Standard quality		70 Roll	
20	Token Roll	Branded/Standard quality		70 Roll	
21	Toner	T-1810D-5K Branded/Standard quality		5	
22	Toner	NPG 51 Branded/Standard quality		5	
23	Toner	2420L Branded/Standard quality		3	

Sr.No	Name Of Item	Specification	MAKE(Company & Brand Name)	Estimated Quantity Per Month		
1.	Register	200 Pages A4 size 60 gsm		10		
2.	File Cover	(Ring Binder) Branded/Standard quality		50		
3.	File Cover	(simple) Branded/Standard quality		500		
4.	Duster	Cloth Branded/Standard		50		

		quality			
5.	Envelopes	9*4 Branded/Standard quality		1 Box	
6.	Envelopes	Legal Size Branded/Standard quality		1 Box	
7.	Envelopes	A4 Size Branded/Standard quality		1 Box	
8.	Tag Small	Branded/Standard quality		2 pkt.	
9.	Green Laces	Branded/Standard quality		2 pkt.	
10.	Scissor Medium	Branded/Standard quality		2	
11.	Poker	Branded/Standard quality		2	
12.	Stapler	10 No. Branded/Standard quality		10	
13.	Stapler Big	HP-45 Branded/Standard quality		5	
14.	Stapler Pin	Branded/Standard quality		10 Box	
15.	Stapler pin Big	Branded/Standard quality		10 Box	
16.	All Pin	Branded/Standard quality		10 Box	
17.	Gum Stick	Branded/Standard quality		5	
18.	White Fluid	Pen Typev Branded/Standard quality		5	
19.	Ball Pen	Use and Throw Branded/good		20	

	Name Of Item	Specification	MAKE(Company & Brand Name)	Estimated Quantity Per Month		
1	Toner	12A 2000 Pages per toner		2		
2	Toner	78A 2000 Pages per toner		2		
3	Toner	326A 2000 Pages per toner		2		
4	Toner	925A 2000 Pages per toner		2		
5	Toner	88A 2000 Pages per toner		2		
6	Toner	36A 2000 Pages per toner		2		
7	Toner	325A 2000 Pages per toner		1		
8	Drum	12A Branded/Standard quality		30		
9	Drum	36A Branded/Standard quality		30		
10	Toner Ink	36A 70gm		50		
11	Toner Ink	12A 100 gm		50		
12	PCR	12A Branded/Standard quality		10		
13	PCR	88A Branded/Standard quality		10		
14	Magnetic Rod	12A Branded/Standard quality		10		
15	Magnetic Rod	36A Branded/Standard quality		10		
16	Wiper Blade	12A Branded/Standard		5		

		quality			
20.	Ball pen	Butter Flow Branded/Standard quality		20	
21.	Pilot Pen/Uniball	Branded/Standard quality		10	
22.	Pencil	Branded/Standard quality		5	
23.	Highlighter	Branded/Standard quality		5	
24.	Paper Weight	Branded/Standard quality		2	
25.	Paper Punch	Branded/Standard quality		2	
26.	Calculator	12 Digit Branded/Standard quality		2	
27.	CD bag	50 CD Branded/Standard quality		2	
28.	Remote Cell	Branded/Standard quality		10	
29.	Pencil Cell	Branded/Standard quality		10	
30.	Paper Cutter	Branded/Standard quality		1	
31.	Stamp Pad	Branded/Standard quality		10	
32.	Flag	Branded/Standard quality		10 pkt.	
33.	Plastic Tape Big	Branded/Standard quality		5	

34.	Brown Tape	Branded/Standard quality		5		
35.	CD Cover	Branded/Standard quality		50		
36.	Flapper	Branded/Standard quality		100		
37.	Stapler Pin	Branded/Standard quality		5		
38.	Box File	Branded/Standard quality		10		
39.	Permanent Marker	Branded/Standard quality		10		
40.	CD Marker	Branded/Standard quality		5		
41.	Eraser	Branded/Standard quality		5		
42.	Note Pad	Branded/Standard quality		10		
43.	Fax Roll	Branded/Standard quality		20		

Date:-

Place:-

Signature of Tenderer

Name with Rubber Stamp