

**GOVERNMENT OF PAKISTAN  
DRUG REGULATORY AUTHORITY OF PAKISTAN  
LIST OF STATIONERY / NON STATIONERY ITEMS FOR THE ANNUAL  
TENDER F.Y 2016-2017**

<b>S.No.</b>	<b>Name of Items</b>	<b>Quantity</b>	<b>Rates With G.S.T</b>
1.	Ball Point Piano “or equivalent”	Each pkt	
2.	Ball Point Picasso “or equivalent”	Each pkt	
3.	Ball Point Uniball- (Eye) “or equivalent”	Each	
4.	Computer paper (part-II) (11X15)	400 sets	
5.	Dak Pad Fine Rexene Green “or equivalent”	Each	
6.	Draft Pad Spiral imported paper 1238 Alfalah “or equivalent”	Each	
7.	Draft Pad small Alfa “or equivalent”	Each	
8.	Diary Register per No.	Each	
9.	Double Punch Heavy Duty No.9330 KW “or equivalent”	Each	
10.	Double Punch No. KW-912 “or equivalent”	Each	
11.	Draft Pad A-4 spiral Alfalah “or equivalent”	Each	
12.	Eraser Pelikan “or equivalent”	Each	
13.	Envelope Se-5 craft	Per 100	
14.	Envelope Se-6 craft	Per 100	
15.	Envelope Se-7 craft	Per 100	
16.	Envelope Se-8 craft	Per 100	
17.	Flash Drive 4 GB Kingston “or equivalent”	Each	
18.	Flash Drive 8 GB Kingston “or equivalent”	Each	
19.	Flash Drive 16 GB Kingston “or equivalent”	Each	
20.	Flash Drive 32 GB Kingston “or equivalent”	Each	
21.	Flash Drive 64 GB Kingston “or equivalent”	Each	
22.	Fax Roll 30 Miter Panasonic	Each	
23.	File Board fine A-4	Each	
24.	File Flapper Rexene fine	Each	
25.	File Cover blue A-4 fine	Each	
26.	File Cover white A-4	Each	
27.	File Separator part-12 plastic	Each	
28.	Pen Ink Blue/Black dollar 60 ml “or equivalent”	Each	
29.	Pen Ink Pelikan 4001 “or equivalent”	Each	
30.	Foot Scale Steel 12”	Each	
31.	File Box ALFA 526 “or equivalent”	Each	
32.	Gum 5 OZ crystal “or equivalent”	Each	
33.	Gum Stick UHU 40 gm “or equivalent”	Each	
34.	High Lighter Stable Boss “or equivalent”	Each	
35.	Lead Pencil Goldfish 6000/7000 “or equivalent”	Per dozen	

Note: Only specified items mentioned in list, not any other.

<b>S.No</b>	<b>Name of Items</b>	<b>Quantity</b>	<b>Rates With G.S.T</b>
36.	Marker Black/Blue No.90 “or equivalent”	Each	
37.	Meeting Pad green Rexene	Each	
38.	Note Sheet (A-4) 60 sheets Imported Paper	Each	
39.	Paper Colour 80 grams A/4	100 sheets	
40.	Paper Colour green (Legal Size) 80 grams	100 sheets	
41.	Laser Paper (Paper AA) 500 sheet (A-4) 80 gram	Each ream	
42.	Laser Paper (Paper One) 500 sheet (A-4) 80 gram	Each ream	
43.	Laser Paper Legal Size 500 sheet (AA) 80gram	Each ream	
44.	Laser Paper Legal Size 500 sheet (One) 80gram	Each ream	
45.	Plastic Folder 2 side open	Each	
46.	Plastic File one side transparent	Each	
47.	Paper Clip China 26 mm “or equivalent”	Each	
48.	Paper Pin fine quality	Each	
49.	Pen Holder Hero No.240 “or equivalent”	Each	
50.	Pen stand marble with diary 8x5	Each	
51.	Table set Marble full set	Per set	
52.	Table Crystal plastic full set	Per set	
53.	Peon Book 96 sheet	Each	
54.	Posit flag 5 colour paper	Each	
55.	Punch Single Superior	Each	
56.	Punch Single Hole KW-97 DO “or equivalent”	Each	
57.	Punch D/Hole small	Each	
58.	Punch D/Hole medium	Each	
59.	Punch D/Hole Heavy duty larg “or equivalent”	Each	
60.	Pencil sharpener Machine fine KW-307A “or equivalent”	Each	
61.	Posit Pad Yellow 2x3	Each	
62.	Posit Pad Yellow 3x4	Each	
63.	Pen, Pencil and Slip Jar No.s-5621	Each	
64.	Paper Cutter fine (Medium)	Each	
65.	Paper Clip and Pin Lifter (plastic)	Each	
66.	Register Ruled 8 Qr. No.16	Each	
67.	Register Ruled 12 Qr. No.24	Each	
68.	Scotch Tap one inch	Each	
69.	Scotch Tap 3 inch	Each	
70.	Sealing Wax	Per Pkt	
71.	Stapler SDI/KW fine 5871 “or equivalent”	Each	
72.	Stapler heavy 50-LBN “or equivalent”	Each	
73.	Staple Pin Heavy duty 23/20 mm	Each	
74.	Staple Pin Heavy duty 23/13 mm	Each	
75.	Scissors Stainless Steel Medium	Each	
76.	Sharpener Steel china “or equivalent”	Each	
77.	Shorthand Book	Each	

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78.	Stamp Pad Crystal	Each	
79.	Stamp Pad Ink Crystal	Each	
80.	Stapler Pin superior quality 24/6	Each	
81.	Stapler Pin Remover	Each	
82.	Tag Cotton fine six inch	Per Bundle	
83.	Tag Cotton fine 24 inch	Per Bundle	
84.	Tap Dispenser large KW-3311 “or equivalent”	Each	
85.	Letter Tray Set of 3	Each	
86.	Telephone Index	Each	
87.	Visiting Card Album	Each	
88.	Table Dairy 2017	Each	
89.	White Fluid Pen	Each	
90.	White Fluid Pelikan with Thinner	Each pkt	
91.	Marker M&G Leader	Each	
92.	Marker M&G Broad	Each	
93.	Marker M&G Office	Each	
94.	Attendance Register No. 1	Each	
95.	Stock Register PER No.	Each	
96.	Vehicle Movement Book No. 6( Copy Size)	Each	
97.	Vehicle Log Book /register	Each	
98.	Register Offset – Paper PER No.	Each	
99.	Cash Book Large	Each	
100.	Envelops Cloth White A4 / 12X16	Each	
101.	Envelops Cloth White A4 / 14X18	Each	
102.	Document Bag Superior	Each	

Note: Only specified items mentioned in list, not any other.

**“ DRY TONERS “**

<b>S.N</b>	<b>Name of Items</b>	<b>Quantity</b>	<b>Rates With G.S.T</b>
1.	Toner Coloured Printer hP 4025DN (Orig.)	Each	
2.	Toner hP Laser Jet No.M1132 (Orig)	Each	
3.	Toner hP Laser Jet No.1133 (Orig)	Each	
4.	Toner hP Laser Jet No.401DN (Orig)	Each	
5.	Toner hP Laser Jet No.1100-A (Orig)	Each	
6.	Toner hP Laser Jet No.400 (Orig)	Each	
7.	Toner hP Laser Jet No.1200-A (Orig)	Each	
8.	Toner hP Laser Jet No.1300-A (Orig)	Each	
9.	Toner hP Laser Jet No.1320-A (Orig)	Each	
10.	Toner hP Laser Jet No.2015-A (Orig)	Each	
11.	Toner hP Laser Jet No.2200-A (Orig)	Each	
12.	Toner hP Laser Jet No.1010-A (Orig)	Each	
13.	Toner hP Laser Jet No.1102-A (Orig)	Each	
14.	Toner hP Laser Jet.No-2035-A (Orig)	Each	
15.	Toner hP Laser Jet.No-2055-A (Orig)	Each	
16.	Toner hP Laser Jet.No-83-A (Orig)	Each	
17.	Toner Photo Copier (Canon-IR-3530)	Each	
18.	Toner Photo Copier (Canon-IR-2318)	Each	
19.	Toner Photo Copier Canon (IR-2230)	Each	
20.	Toner Photo Copier (Ricoh MP3353SP)	Each	
21.	Toner Photo Copier (Toshiba-2860)	Each	
22.	Toner Photo Copier (Toshiba-2860)	Each	
23.	Toner Photo Copier (Toshiba-2030)	Each	
24.	Toner Photo Copier(Toshiba eStudio-282)	Each	
25.	Toner Photo Copier (Canon IR-1024)	Each	
26.	Toner Photo Copier (Kyocera-km-1635)	Each	
27.	Toner Photo Copier (Toshiba eStudio-206)	Each	
28.	Duplicator (Riso-KS800 Ink)	Each	
29.	Duplicator (Riso-KS800 Master Roll)	Each	
30.	Toner for Fax (Canon-L220)	Each	
31.	Toner for Fax (Panasonic-KX FLB-802)	Each	

Note: Refilled Toner Rate shall not be accepted

**“ MISCELLANEOUS ITEMS “**

<b>S.No.</b>	<b>Name of Items (OTHERS)</b>	<b>Quantity</b>	<b>Rates With G.S.T</b>
1.	Air Freshener Lotion Admire Paris 400“or equivalent”	Each	
2.	Air Freshener Lotion Admire Paris 250“or equivalent”	Each	
3.	Began fly killer 400 ml “or equivalent”	Each	
4.	Glint (glass cleaner)	Each	
5.	Tissue Paper Rose Petal Supreme	Each	
6.	Tissue Paper Rose Petal Luxury“or equivalent”	Each	
7.	Tissue Roll fine Rose Petal“or equivalent”	Each	
8.	Towel Medium fine	Each	
9.	Duster Cotton white fine 24x24	Each	
10.	Duster Yellow fine 24x24	Each	
11.	Surf Excel 90 gm. “or equivalent”	Each	
12.	Jug France (glass) “or equivalent”	Each	
13.	Tumbler (GLASS) Omrac“or equivalent”	Each	
14.	File Bag Leather (Medium) Fine “or equivalent”	Each	
15.	File Bag Leather (Large) Fine	Each	
16.	Battery Cell Pencil AAA “or equivalent”	Each	
17.	Battery Cell (Medium) AA “or equivalent”	Each	
18.	Phenyl 2.75 Liter “or equivalent”	Per tin	
19.	Packing cloth Markeen “or equivalent”	Per meter	
20.	Soap Lux (Medium) 115 gms“or equivalent”	Each	
21.	Liquid soap hand wash 500 ml	Each	
22.	Thinner “or equivalent”	Per litter	
23.	Vim 450 gms “or equivalent”	Each	
24.	Soap Lemon Max	Each	
25.	Sweep 450 ml “or equivalent”	Each	
26.	Puchara fine quality	Each	
27.	Viper fine quality	Each	
28.	Broom fine quality HARD “or equivalent”	Each	
29.	Pedestal Fan pak Fan		
30.	Calculator (12 digit) Casio DJ-120 “or equivalent”	Each	
31.	Wall Clock superior	Each	
32.	Tea Set (Imported) “or equivalent”	Each	
33.	Tea Serving Tray Plastic (superior quality)	Each	
34.	Tea Tray Steel	Each	
35.	Thermos (Imported) 1 Liter	Each	
36.	Tea Spoons Steel	Per Doz	
37.	Rice Spoon Steel	Per Doz	
38.	Fork Steel	Per Doz	
39.	Plastic Tub (Large Size)	Each	
40.	Plastic Tub (Small Size)	Each	
41.	Water Set (Imported)	Each	

Note: Only specified items mentioned in list, not any other.

<b>S.No</b>	<b>Name of Items</b>	<b>Quantity</b>	<b>Rates with G.S.T</b>
42.	Rice Plates (Imported)	Each	
43.	Quarter Plates (Imported)	Each	
44.	Cup with saucer (Imported)	Each	
45.	Cutlery Set (Steel Best Quality) Local	Each	
46.	Cutlery Set (Steel Best Quality) Imported	Each	
47.	Foot Mate Jute 2X3 “or equivalent”	Each	
48.	Tricycle Lock 63 MM “or equivalent”	Each	
49.	Tricycle Lock 38 MM “or equivalent”	Each	
50.	Unity Lock 40mm “or equivalent”	Each	
51.	Unity Lock 60mm “or equivalent”	Each	
52.	Calculator Scientific “or equivalent”	Each	
53.	Dust bin (Plastic fine quality) Large	Each	
54.	Water Cooler (Plastic 16 liter)	Each	
55.	Mouse Pad	Each	

Note: Only specified items mentioned in list, not any other.

**“ MACHINERY/ELECTRIC ITEMS “**

<b>S.No.</b>	<b>Name of Items (OTHERS)</b>	<b>Quantity</b>	<b>Rates With G.S.T</b>
1.	Exhaust Fan 12” Pak Fan “or equivalent”	Each	
2.	Extension Board (Superior quality) “or equivalent”	Each	
3.	Remote Control Bell	Each	
4.	Table Lamp (Superior Quality) (i) best-II superior	Each	
5.	Tube Rod (2 Feet)	Each	
6.	Cell for Remote Control Bell A-23 “or equivalent”	Each	
7.	Extension Board (Heavy Hand Made) including 2-Power Plugs, 2-Light Plugs, 2-Pin Sockets+2 Switch and 5-meter wire heavy Load. “or equivalent”	Each	
8.	Electric Heater (Single Rod)	Each	
9.	Electric Heater (double Rod)	Each	
10.	Electric Blower Heater 1000W	Each	
11.	Electric Kettle Automatic (Imported) 1 Liter	Each	
12.	Electric Kettle Lead	Each	
13.	Computer Power Lead	Each	
14.	Telephone Line Card (1 Pair)	Each	
15.	Telephone Line Card (2 Pair)	Each	
16.	Telephone Line Card (3 Pair)	Each	
17.	Telephone Rosette (4 Pair)	Each	
18.	Telephone Rosette (6 Pair)	Each	
19.	Telephone Receiver Card	Each	
20.	Telephone Heavy Duty Battery (Two in one)	Each	
21.	Telephone Wire (1 Pair)	Each	
22.	Telephone Wire (2 Pair)	Per meter	
23.	Emergency / Charging Light (Single Rod)	Each	
24.	Emergency / Charging Light (Double Rod)	Each	
25.	Tube Rod Philips 4 Feet “or equivalent”	Each	
26.	Energy Saver Philips (24W)	Each	
27.	Multi Plug Flat Pin	Each	
28.	Data Cable for Printer (USB Port)	Each	
29.	Key Board (Dell) “or equivalent”	Each	
30.	Mouse (Dell) “or equivalent”	Each	
31.	Water Dispenser (Orient) “or equivalent”	Each	
32.	Electric Water Cooler 45 Gallon “or equivalent”	Each	
33.	Fridge (Dawlance) Medium “or equivalent”	Each	
34.	Bracket Fan 18” Royal/Pak/GFC “or equivalent”	Each	

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