

International Indian School Jeddah

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Request for Quotation

REF. NO. IISJED/ESTATE / 10/2019-20

Date: 05/01/2019

Quotations from concerned firms are invited for supply of the following Stationery items.


S. No.	Item Code	Item Name	Brand	In Unit	Total
1	10009	BALL PEN BLACK	Roco	Pc.	50
2	10010	BALL PEN BLUE	Roco	Pc.	550
3	10012	BALL PENS RED	Roco	Pc.	3050
4	10014	BOX FILES WITH CLIPS	Roco	Pc.	304
5	10016	BROWN ENVELOPS A3 (Pcs.)	Roco	Pc.	300
6	10017	BROWN ENVELOPS A4 (Pcs.)	Roco	Pc.	600
7	10018	BROWN ENVELOPS 15" x 10" (Pcs.)	Roco	Pc.	550
8	10019	BROWN ENVELOPS SMALL 7"x10" (Pcs.)	Roco	Pc.	200
9	10021	CALCULATOR PAPER ROLLS (Pcs.)	Roco	Pc.	100
10	10022	CALCULATORS - 12 ditzis	Casio	Pc.	5
11	10023	CALCULATORS RIBBONS NO. DR 1212LA	Roco	Pc.	24
12	10026	CELLO TAPE (SMALL)	SCOTCH	Pc.	30
13	10027	CHART PAPERS (BIG-200+ Small 200)		Pc.	400
14	10031	COLOURED CHALK 100 IN A BOX		Box	25
15	10035	CORRECTION PENS (Pental - 7ml (Pcs.)	Pental	Pc.	30
16	10048	GEMS CLIPS (Packets)	Roco	Pc.	50
17	10053	GLUE STICK (Pcs)	UHU	Pc.	216
18	10056	HANGING FILES (Pcs.)	OXFORD	Pc.	200
19	10059	HIGHLIGHTERS (Packets) - 4 IN 1	Fibre Castle	Pkt	7
20	10061	MANILA FILES (Pcs.)	Pendaflex	Pc.	100
21	10062	MARKERS DIFFERENT COLOURS	Roco	Pc.	100
22	10064	MASKING TAPE(PAPER) (Pcs)	Roco	Pc.	184
23	10066	NOTE PAD SMALL(PCS)	Roco	Pc.	10
24	10075	PLASTIC FILES (Pcs.)	Roco	Pc.	150
25	10076	PLASTIC FOLDER (pcs.)	Roco	Pc.	1000



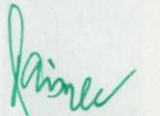
S. No.	Item Code	Item Name	Brand	In Unit	Total
26	10079	RECORD BOOKS	Roco	Pc.	62
27	10080	RUBBER BANDPKT (50 GRAMS)	Roco	Pc.	100
28	10081	SCISSOR - SINGAPORE		Pc.	24
29	10092	STAPLER PIN BOXES NO. 56	Roxel	Pc.	106
30	10094	STAPLERS	Novus B5	Pc.	12
31	10101	THRPc.D (WOOL) - Ounces(1 PKT= 10)	Oswal	Pc.	2
32	10105	TRANSPARENT TAPE (Pcs.)	Roco	Pc.	84
33	10109	UNIBALL PEN BLACK	Uniball	Pc.	12
34	10110	UNIBALL PEN BLUE	Uniball	Pc.	12
35	10111	UNIBALL PEN GREEN	Uniball	Pc.	12
36	10116	WHITE BOARD MARKERS (pcs.) Blue= 1500+ Black= 500+Red=380+Green=120	Flair	Pc.	2500
37	10122	YELLOW SLIPS (Pcs.)	Roco	Pc.	72
38	10123	YELLOW SLIPS (SMALL) (Pcs.)	Roco	Pc.	72
39	10125	FILE POCKET A4 TRANSPARENT WITH HOLE (100 in Pkt)	Roco	Pkt	100
40	10128	DOUBLE CLIP 1"	Roco	Pc.	15
41	10130	DOUBLE CLIP 2"	Roco	Pc.	10
42	10131	USB 16 GB	Immation	Pc.	22
43	10138	NUMBERING MACHINE		Pc.	2
44	10073	PHOTOCOPY PAPER A4 SIZE	Roco	Ream	2900
45		SELF ADHESSELABLES	AVERY Zweckform	Pkt	7
46		SEALING WAX	Pelicon/Secura	Box	6
47		COMPUTER CONTINUOUS PRINTER LABELS (5000 IN BOX)	MACO	Box	3
48		PLASTIC ROPE (COL-TAPE)	COL-TAPE	Roll	5
49		MULTI PURPOSE LABELS A4 SIZE	AVERY Zweckform	Box	6
50		BROWN PAPER ROLL		Roll	2
51		WHIT THICK PAPER A4 SIZE		Pcs	400
52		CD (REWRITABLE)	MAXELL		50

Note:

- Quotation may be sent through email: tenders@iisjed.org.
- The last date of receipt of quotation through email is 16th January 2020.
- The hard copy of quotation will not be accepted.
- Payment after delivery within 10 days of submitting invoice.
- Copy of CR and VAT must be attached with the quotation.


Administrative Officer




Principal