

DESCRIPTION	UNIT OF PURCHASE	QUANTITY REQUIRED	Total
1. Pocket files, A4 100 pieces set	Pack	5	
2. Small staples, 26/6 staples	Box of 5000	5	
3. Erasers	Box of 30	1	
4. Flexible Rulers Assorted colours 30cm(Pink, Green, Blue)	Each	5	
5. Scientific Calculator	Each	5	
6. Stick Up Clear liquid glue 125ml	Each	10	
7. Prestik 50g	Each	5	
8. Point Correction Pen 8ml	Box of 10	1	
9. Small staple remover, SRL45 Assorted	Each	5	
10. Large staple remover, SR 500	Each	2	
11. Ruber bands, 64 Elastic Rubber bands, Yellow 100g	Pack	2	
12. Large staples, 23/17-H Heavy Duty staple pins	Box of 1000	5	
13. Index 10 Tab Divider, 229x297mm A4	Pack	10	
14. Index A-Z Divider, 229x297mm A4	Pack	10	
		Sub-Total	
		Vat	
		Total	