

**STATIONERY LIST (RFQ212A374)**

| DESCRIPTION                         | UNIT OF ISSUE | QUANTITY<br>REQUIRED | AMOUNT |
|-------------------------------------|---------------|----------------------|--------|
| 1. Fold back paper clips<br>(19MM)  | Boxes         | 20                   |        |
| 2. Glue stick 20G                   | Each          | 10                   |        |
| 3. Pen, ball point black            | 12 in a box   | 3boxes               |        |
| 4. Durable files 2579 red           | Each          | 10                   |        |
| 5. Durable files 2579 blue          | Stapples 26/6 | 5 boxes              |        |
| 6. Highlighters assorted<br>colours | Each          | 20                   |        |
| 7. Stapler giant                    | Each          | 01                   |        |
| 8 Stapler office metal S1           | Each          | 03                   |        |
| 9 Staples, giant 66/8               | Each          | 1box                 |        |
| 10 Pen ball point pilot blue        | 12 in a box   | 3 boxes              |        |