

SPECIFICATION

ITEM DESCRIPTION	UNIT OF ISSUE (UOI)	QUANTITY REQUIRED	TOTAL
CELLOTAPE 55X66	ROLL	2	
WRITING EXAM PAD A4	EACH	20	
ERASER PENCILIN A SLEEVE	EACH	10	
FILE DIVIDER A4 10 TABS (BRIGHT SOLID COLOURS) MULTI PUNCH	SET	20	
FILE DURAPLUS A4 WITH CLEAR FRONT POCKETS (VARIOUS COLOURS)	SET	10	
FILLING POCKETS A4 PLASTIC BINDING MULTI PUNCHED	PACKET	10	
FOLD BACK PAPERCLIPS 19MM	BOX	5	
FOLD BACK PAPER CLIPS 32MM	BOX	10	
FOLD BACK PAPER CLIPS 77MM	BOX	15	
GLUE ALL PURPOSE CLEAR ADHESIVE GLUE 25ML	EACH	5	
GLUE STICK 40G	EACH	10	
HIGHLIGHTERS ASSORTED GREEN, ORANGE AND PINK	EACH	10	
INK PAD 110MM X147MM	PAD	1	
MARKER PERMANENT MEDIUM BULLET POINT	EACH	20	
PLASTIC REFUSE BAGS 910MM X 760	ROLL	5	
PEN BALL POINT BLUE	EACH	20	
PEN BALL POINT RED	EACH	20	
PEN BALL POINT BLACK	EACH	20	
PENCIL SHARPENER MENTAL, ONE HOLE WEDGE SHAPE	EACH	6	
POP UP SIGN HERE FLAGS 45MM X 12MM ASSORTED COLOURS	EACH	20	
PRESTIK 100G	EACH	6	
PUNCH PAPER 2 HOLE HEAVY DUTY PAPER ADJUSTER PUNCH 72 SHEETS	EACH	3	
SCISSORS ASSORTED COLOURS 170MM STAINLESS STEEL BLADE	EACH	5	
STAPLER GIANT	EACH	2	
STAPLE REMOVER FOR GIANT STAPLES	EACH	4	
STICK NOTE SELF ADHESIVE 75MM X 70MM ASSORTED COLOURS	EACH	20	
WHITE BOARD MARKER ASSORTED COLOURS MEDIUM BULLET POINT	EACH	5	
WRITING BOOK A4 HARDCOVER COUNTER BOOK FEINT RULED 192 PAGES	EACH	30	