

**LIST OF STATIONERY ITEMS FOR FMU, ALLIED / DHQ HOSPITALS / G.G.H. G.M. ABAD FAISALABAD FOR 2021-2022**

<b>Sr. No.</b>	<b>Item Name</b>	<b>Specifications</b>	<b>Quantity Required FMU</b>	<b>Quantity Required Allied</b>	<b>Quantity Required DHQ</b>	<b>Quantity Required GGH GM Abad</b>	<b>Quantity Required Nursing College Allied</b>	<b>Quantity Required Nursing College DHQ</b>
1	Ball Point Gel Type	Red, Blue, Black, Green Good quality Per Pack 10 No's Rate / No.	400	4000 No.	200	300	50	0
2	Ball Point	Red, Blue, Black, Green Good quality Per Pack 10 No's Rate / No.	2000	40000 No.	2000	15000	80	96
3	Computer Paper A4	Size 8 ½" x 11 ½" 80gm per ream (500 paper per ream) Imported / High Finish as per sample Rate / Ream	1000	3000 Ream	2500	1500	25	24
4	Computer Paper Legal	Size 8 ½" x 13 ½" 80gm per ream (500 paper per ream) Imported / High Finish As per sample Rate / Ream	100	1500 Ream	1500	1800	25	48
5	Computer Paper Box	Good quality 1000 Paper per Box 63gm Rate / Box	0	300 Ream	0	0	0	0
6	Computer Paper	Size 8"1/2 X 11, 70gm Imported Paper Rate/Ream		2000 Ream	0			
7	Computer Paper	Size: A3 good quality		100 Ream	0			
8	Computer paper	Size: 08" ½ X 13, 70gm Imported Paper, 500 Paper Per ream, High Finishing Paper		1000 Ream	0			
9	Computer Paper	Size: 08" ½ X 06", 70gm Imported Paper, 500 Paper Per ream, High Finishing Paper		5000 Ream	3500			

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10	Paper Photostat	80gm 13 ½" x 8 ½" (480 paper per ream) Rate/ Ream		500 Ream	500	200		48
11	Paper White	68gm Size 13 ½" x 8 ½" (480paper per ream)Rate/ Ream		4000 Ream	3000	500	10	
12	Color Paper (Misc Color)	Size: 08" ½ X 11", Imported Paper, 100 paper Each Ream		400 Ream	0			
13	Color Paper (Misc Color)	Size: 08" ½ X 13", Imported Paper, 100 paper Each Ream		400 Ream	0			
14	Lamination Paper (Misc Color)	Size: 08" ½ X 11, Imported Paper, 100 paper Each Ream		400 Ream	0			
15	Lamination Paper (Misc Color)	Size: 08" X 13, Imported Paper, 100 paper Each Ream		400 Ream	0			
16	Carbon Paper Black	Size 8 ½" x 13" Rate / Packet of 100 No's		200 Packet	300	20		
17	Calculator	Two way power 100 Steps Check Rate/No	12	300 No.	15	20		
18	Envelope Khaki	Good quality Size 9" x 4"Rate / 100 No's	3000	8000 No.	10000	500	3	

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19	Envelope Khaki	Good quality Size 11" x 4"Rate / 100 No's	1000	6000 No.	1500		2	
20	Envelope Khaki	Good quality Size 6" x 13" Rate / 100 No's		Nil	0		1	
21	Envelope Khaki File	Good quality Size 11 ½" x 14 ½" Rate / 100 No's	2000	500 No.	1500	200		
22	Eraser (Rubber)	Good quality Rate/Dozen	100	10 Dozen	24	50	6 dozen	36
23	File Board / Hard Board	Good quality Made with Pati and Doori Rate / No		3000 No.	1000		80	
24	File Tray Plastic	Good quality Standard SizeRate / No	24	Nil	50			
25	Flapper Patti with Dori	Good quality Standard Size Rate / No	500	Nil	2000	1000		
26	Fluid Marker one side marker and one side Fluid	Good quality Rate / No		Nil	24	200	1 dozen	
27	Green Cloth	Use for office table Rate/meter	50Mtr	300 Meter	300	500M		

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28	Gum 30/OZ Bottle Pack	Rate/ Bottle	20	1000 No.	400		1 dozen	
29	Gum Stick	Small/Medium/Large Rate/Dozen	100	20 Dozen	24	250		12 No.
30	Hard File Cover for Fiber	With Clip Rate/No.		300 No.	0	20		
31	Highlighter (all colours)	Mercury Rate / Dozen	100	10 Dozen	24	250	1 dozen	12 No.
32	Ink All color	60ml Bottle Rate/ Bottle		300 No.	150	150		
33	Ink for Stamp Pad	Medium Size (All colour) Rate/ No	100	500 No.	150	200	1 dozen	12 No.
34	Laces Full	Good quality size 18" Rate/ Bundle of 100 No's	200 Bundle	100 Bundle	100	800	5	One Bandle
35	Lakh (Packed)	Good qualityRate/ Packet of 100gm	300	500 Packet	200		10	
36	Led Pencil	Good quality Rate/Dozen	100 DZ	50 Dozen	200	150	10	36 No.

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37	Marker Blue, Black, Red,	All mark universal (permanent) 2+5m / UM2 / UM5 Rate / No.	200	5000 No.	300	500		
38	Marker for write board writing	Blue, Black, RedRate / No.	200	2000 No.	200	500	5 dozen	36 No.
39	Marker set for transparency	Good quality Rate / set		50 No.	0			
40	Paper Clips	30mm pack of 100 Rate / pack	100	Nil	0			
41	Paper Pin No. 3	weight 50gm per packet good quality Rate /Packet	50	800 No.	150		40	
42	Pen Holder	Rate / No.		100 No.	100			
43	Pen Stand	Good quality (Complete Set of 9 pieces) Marble /Plastic / Wooden (All colour) Rate/ set	15	20 No.	15			
44	Peon Book	High FinishBinded 68gm 100 leave Printed Rate / BookSize 6 ½" x 4 ½"		50 Book	25		6	
45	Pointer	As per sampleRate/No.		1000 No.	0	150		

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46	Punch Machine	Standard Size Rate/No.	20	50 No.	24	50	6	
47	Register Blank	High Finish 120 leaves 68gm paper with binding 8 ½" x 13" Rate/ No	200	4500 Register	2000	300	35	12 No.
48	Register Blank	High Finish 300 leaves 68gm paper with binding 8 ½" x 13" Rate/ No	30	500 Register	1000	250	40	12 No.
49	Register Blank	200 leaves 68gm paper with binding 8 ½" x 13 high finish Rate/Register		1000 Register	0		10	12 No.
50	Register Roll Call	High Finish 50 leaves 80gm paper with binding Printed 8 ½" x 13" Rate/ No		Nil	100	30	15	
51	Ruler Steel	12" Rate/ No	36	10 No.	24	20	3 dozen	
52	Sharpener Metallic	standard size Rate / Dozen	60	Nil	48	50	3 dozen	12 No.
53	Short Hand Note Book	Paper flying /Best Quality /High finish 100 Leaves Size 8" x 5" 68gm (Binding) Rate/ No		100 Book	25			
54	Stamp (Plastic/moveable)	Good quality Rate/No.		300 No.	20			

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55	Stamp Pad	Good quality Local Rate / No Medium All Colours	50	500 No.	200	200	2 dozen	12 No.
56	Stapler Machine	Standard Size good quality Rate/ No	100	300 No.	100	400	3 dozen	12 No.
57	Stapler Pin	Standard Size good quality Rate/ Packet	400	3000 No.	300	6000	10	5 Dozen
58	Table Diary	Good quality Standard Size 68gm Rate / No		20 No.	12			
59	Table Glass	8mm Rate/sqft	200	800 SQF	0	1000ft		
60	Tag	Good quality size 5" Rate/ Bundle of 100 No's	1000	500 No.	200	100	5	
61	CZ Riso Ink	As Per Sample		Nil	0			
62	Photostat Machine Toner	Bottle Type As Per Sample		10 No.	20			1
63	Computer Toner HP Laser Jet 2035	Original		10 No.	0	3		

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64	Computer Toner HP Laser Jet P-1505	Original		Nil	0			
65	CZ Riso Ink for Cyclostyle Machine	S4877 original Rate / No		05 No.	0			
66	Toner for Printer HP Laser Jet 2055 D	Original Rate / No	5	10 No.	0			
67	H.P Cartridge Toner for Printer	1300 original As per sample Rate / No		Nil	0			
68	Toner for HP-Laser Jet 1005 (Printer)	Original Rate/No		Nil	0			
69	Toner for HP-Laser Jet 1102 (Printer)	2180 original Rate/No	4	05 No.	0		7	
70	Toner for Photocopier Canon	IR-1600 Original Rate / No		Nil	0			
71	Toner for photocopies canon IR-1510	Original Rate/No.		Nil	0			
72	Toner for Photostat Toshiba 2320 D 282 E Studio Toshiba	Rate / No		Nil	0			



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73	Toner for Photostat Toshiba T – 2340 D 282-E Studio	Riso Original Rate / No		10 No.	0			
74	Toner for printer 1010	Original Rate/No.		Nil	0			
75	Toner for Printer HP 2015	Original Rate / No		Nil	0			
76	Toner for Printer HP Laser Jet 1000 with complete cartridge Black colour	Original Rate/ No	4	Nil	0			
77	Toner for Printer HP-1020	Original Rate / No	4	10 No.	0			
78	Toner for Printer HP-7210 Colour / Black	Original Rate / No		Nil	0			
79	Toner photocopier cannon	Original Rate/No.		Nil	0			
80	Toner Photocopier Cannon (IR-3530)	Original Rate/No		Nil	0			
81	Toner printer	2180 original Rate/No.		Nil	0			

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82	Toner Printer 1210 Samsung	Original Rate/No.		02 No.	0			
83	Toner Refill / Recycle For printer / Photostat machine	All size As per sample Rate/No.	24	500 No.	0			
84	Toner for Printer M402 HP	Rate / No.	8	120 No.	100			2
85	Toner for fax Machine Canon	Riso Original Rate/No		04 No.	0			
86	Toner Photocopier Rico MP2014D	Rate/No.		Nil	0			
87	Toner Photocopier SP8400 DN	Rate/No.		10 No.	0			
88	Toner 312 A Color Printer	04 Pieces Set		04 Set	0			
89	Toner for Cyclostyle Machine Model Riso 3230	Rate / No.	6	Nil	0			
90	Master Roll for Cyclostyle	Riso 3230 Rate / No.	3	5	0			

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91	Color Printer Toner	177 W (04 Pieces)		Nil	0			
92	USB Drive 3.0	16 GB Rate / No.	10	30 No.	24		2	
93	White / Coloured Chalk	Packet of 50 No'sLocal Made Rate / Packet	50	Nil	0			
94	Fluid white Pen type	Rate / No.	100	100 No.	0		24	24
95	Patient Attendant Card Plastic Pouch, & Printing Dori (Allied Hospital & Government of the Punjab)	As Per Sample Misc Color		10000 No.	0			
96	Plastic Fiber File Cover	Size: 10"X14" with Printing As per Sample		1500 No.	0			
97	Stapler Large Size	400 Paper Stapler	2	20 No.	10			
98	Stapler Pin	Large Size	4	300 No.	100			
99	Paper Tape	Large Size As per SampleMisc Color		200 No.	0	0	0	0
100	Toner for printer HP 404	Original Rate/No.	8		0	0	0	0

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101	USB Drive 3.0	32 GB Rate / No.	0	10 No.	0	0	0	0
102	Dak Folder (Rexin Type)	Size: Legal	0	30 No.	0	0	0	0
103	Roller Dumper (water Type)	Standard Size	0	10 No.	0	0	0	0
104	Office Diary	Standard Type	0	10 No.	0	0	0	0
105	Dak File Folder (Bag Type)	Standard Type (20 File Each Bag)	0	10 No.	0	0	0	0
106	Toner Recycle (Computer Printer)	All size, As per sample Rate/No.	0	500 No.	0	0	0	0
107	Electric Paper Weight Machine with Paper Cutter	Good Quality	0	1	0	0	0	0
108	Toner Printer Hp 404	Imported/ China	0	20	0	0	0	0
109	Toner Printer Hp 85A	Imported/ China	0	5	0	0	0	0
110	Toner Printer Hp 83A	Imported/ China	0	5	0	0	0	0
111	Card Dori (All Color)	Standard Size	0	5000	0	0	0	0

**DIRECTOR PURCHASE**

FMU/ Allied / DHQ / Govt. General Hospital, G.M. Abad, Faisalabad