

Dzongkhag Administration, Bumthang

Stationery Items for the Fiscal Year 2018-2019

Sl. No	Particulars	Specification	Unit	Rate	Remarks
1	Alpin	Zebra	Pkt		
2	Arch file	Sona A4 size	each		
3	Attendance register No. 4	Printed	each		
4	Attendance register No. 20	Printed	each		
5	Attendance register No. 30	Printed	each		
7	Bhutanese paper	Thick quality	sheet		
8	Board Marker, all colour	High quality	pkt		
9	Board Marker Permanent	High quality	Pkt		
11	Binder Clip	black	each		
12	Calculator 12 digit	Casio	each		
13	Calculator large display check & correct	Citizen 12 digit	each		
14	Calculator Scientific 12 digit	FX 82	each		
15	Calculator Scientific 12 digit	FX 100	each		
16	Calling bell	best quality	each		
17	Carbon paper A4 size	Black & blue	Pkt		
18	Cellotape 3" 100 mtrs	Transparant	Roll		
19	Cellotape, 2" 100 mtrs	Yellow	Roll		
20	Cellotape, 2" 65 100 mtrs	White	Roll		
21	Cello tape Insulation	all colours (thick)	Roll		
22	Chart paper different colour	Thick	sheet		
23	Glass cleaner	colin	each		
25	Correcting fluid	Erasex/Kores	each		
26	Correction pen	Imported	each		

27	Cover file 4 side open	Ambassador	each		
28	Dak Despatch register	No. 80	each		
29	Dak Receipt register	No. 80	each		
30	Dust bin	Plastic Medium size	each		
31	Envelope file size	Cloth pasted yellow	each		
32	Envelope A4 size	Cloth pasted yellow	each		
33	Envelope 12"x5"	brown	pkt		
34	Envelope (9"x4")	white	Pkt		
35	Extension cord 16amps	round	No		
36	4 way socket 16amps	Flate	No		
37	Fax flim panasonic	KX-FP 701	Roll		
38	Flate file Ambassador	Yellow	No		
39	Glue stick		No		
40	High lighterpen	all colours	pkt		
41	Markin / Popling cloth	all colours	bundle		
42	Stock register	leather bound	200pages		
43	Stock ledger book	leather bound	300pages		
44	Good issue note	3 paper per page	100 page		
45	Chart Paper	all colours (thick)	per sheet		
46	Colour Paper	A4 size	All colours		
47	Correcting fluid white	Kores	per set		
48	Correction pen (CP-300)	Metal tip	Nos		
49	Cover file	Brown	Nos		
50	Pencil Battery	Apsara	pair		
51	Peon book 30	printed	Nos		
52	Peon book 25	Printed	Nos		

53	M.B.Book	Printed	No		
54	Master Roll sheet	outer sheet	No		
55	Measuring Tape 5 meters	steel	No		
56	Measuring tape 10mrs	steel	No		
57	Measuring Tape 30 meters	Fiber	Nos.		
58	Measuring Tape 50 meters	Fiber	Nos.		
59	Measuring Tape 30 meters		Nos.		
60	Measuring Tape 50 meters		Nos.		
61	OHP Paper Transparent	A4 size	Pkts		
62	OHP pen (mixed)	Permanent	Pkts		
63	Photocopy Paper A3 size 75gsm 500 sheet	JK	reams		
64	Photocopy Paper A3 size 75gsm 500 sheet	Xerox	reams		
65	Photocopy Paper A4 size 75gsm 500 sheet	Power copy	reams		
66	Photocopy Paper A4 size 75gsm 500 sheet	JK	reams		
67	Photocopy Paper A4 size 75gsm 500 sheet	xerox	reams		
68	Paper Clip Pot	Good quality	Nos		
69	Paper pin	king pin	pkts		
70	Paper Cutter	A4 size	No.		
71	Paper cutter	A3 size	Nos.		
72	Paper tray	single tray	Nos.		
73	Pencil Battery	Everyday	Pair		
74	Punching Machine (Heavy duty)	Kangaro	Nos.		
75	Punching machine DP-480	Kangaro	Nos.		
76	Punching machine DP-600	Kangaro	No		
77	Punching Machine DP-800	Kangaro	No		

78	Post it Note medium size	All colour	No		
79	Register Rule	No10	No		
80	Register Rule	No.12	No		
81	Register Rule	NO16	No		
82	Register Rule	NO.20	No		
83	Register Rule	No.30	No		
84	Register Rule	No.40	No		
85	Post it Note medium size		Nos		
86	Stapler 24/6		No		
87	Scissor medium size	steel	No		
88	Stapler pin big	HS-J10/10/6	pkt		
89	Stapler pin 24/6	brass	Pkt		
90	Stapler Machine	HS-J10/10/6	No		
91	Stapler Machine 24/6		NO		
92	Stamp Pad	medium size	Nos		
93	Plastic scale	30cm	pc		
94	Thumb Pin	(big head)	Pkts		
95	Office round seal	Self inking	Nos		
96	Office flat seal	Self inking	Nos		
97	Pen drive	4GB	Nos		
98	Pen drive	8GB	Nos		
99	Pen drive	16 GB	Nos		
100	External drive	500GB	Nos		
101	External drive	1 TB	Nos		
102	Vehicle Log book	printed	each		
103	Vehicle History book	printed	each		

104	Vehicle Movement Order book	printed	each		
105	wall clock	Ajanta	No		
	Cheque isse register	Printed	No.		
	Cash book	Printed	No		

Printer cartridge for 2018-2019					Original	Refill
SI No	Description	Specification	Unit	Rate		
1	Printer cartridge	(Q7553A)	No			
2	Printer cartridge	(Q5949A)	No			
3	Printer cartridge	CB435A	No			
4	Printer cartridge	82A	No			
5	Printer cartridge	05A	No			
6	Printer cartridge	35A	No			
7	Printer cartridge	83A	No			
8	Printer Cartridge	42A	No			
9	Printer cartridge cannon	FX-9	No			
10	Printer cartridge	80A	No			
11	Printer cartridge	88A	No			
12	Printer Cartridge	87A	No			
13	Colour printer cartridge (Black)	Q6000A	No			
14	Colour printer cartridge (Cyan)	Q6001A	No			
15	Colour printer cartridge (Yellow)	Q6002A	No			
16	Colour printer cartridge (Magenta)	Q6003A	No			
17	PhotoCopy Tonner	T114	No			
18	Photo copy Tonner	KyoceraTask alfa 2200	No			
19	M401dn (Lasejet)	Canon cartridge	No			

20	Printer Cartridge	36A(Laser Jet)	No			
21	Printer m 402	26A	No			
22	Canan printer	MCI-5393	No			
23	HP deskjetF2235	(No. 21)	No			
24	HP deskjetF2235	(No. 222)	NO			
25	Printer cartridge	HP laserjet 4250(42A)	Nos			
26	Printer cartridge	HP laserjet 4050(c417)	Nos			
27	Printer cartridge	MP 2501	Nos			
28	Printer cartridge	Ricoh SP 300	Nos			
29	Conica Minolta Catridge	BIZHUB215	Nos			