**CIRCULAR**

All concerned are informed that the Competent Authority, on the recommendations of University Purchase Committee, has approved the attached rates and firms/suppliers for purchase of Office Stationery/ Toners for the year 2021. As such purchases should be made either from these firms/suppliers or from any supplier offering the same quality and price (or below) through proper procedure.

|  |
| --- |
|  **Stationery Items**  |
| **Name of Item** |  **Qty.** |  **M/S Office World Peshawar**  |
| Paper size A4 Imported80 gm  |  01 Ream  | **Rs.527/- each with taxes**  |
| Legal Size Paper Imported 80 gm | 01 Ream | **Rs.673/- each with taxes**  |
| Paper size A4 Imported70 gm  | 01 Ream | **Rs.453/- each with taxes**  |
| Legal Size Paper Imported 70 gm | 01 Ream | **Rs.573/- each with taxes**  |
| Stapler Machine | 01 No. | **Rs.173/- each with taxes**  |
| Highlighter | 01 pkt. | **Rs.270/- each with taxes**  |
| Pointer Dollar  | 01 pkt. | **Rs.124/- each ream with taxes**  |
| Glue Stick | 01 No. | **Rs.38/- each with taxes**  |
| Fluid pen | 01 no. | **Rs.220/- each with taxes**  |
| Duster | 01 No. | **Rs.25/- each with taxes**  |
| Paper pin | 01 pkt. | **Rs.20/- each with taxes**  |
| Blank Register | 01 No. | **Rs.90/- each with taxes**  |
| Punch Machine Single | 01 No. | **Rs.73/- each with taxes**  |
| Stamp Pad | 01 No. | **Rs.32/- each with taxes**  |
| Attendance Register | 01 No. | **Rs.114/- each with taxes**  |
| Permanent Marker & Board Marker | 01 Pkt. | **Rs.260/- each with taxes** **Rs.323/- each with taxes**  |
| Scissor | 01 No. | **Rs.64/- each with taxes**  |
| Carton Tap | 01 No. | **Rs.40/- each with taxes**  |
| File Boards  | 01 No. | **Rs.17.93/- each with taxes**  |

|  |
| --- |
|  **HP Toners**  |
| **S#** | **Name of Item** | **Qty.** |  **M/S Office World Peshawar** |
| **Genuine**  | **Compatible**  |
| 1 | HP 05-A Toner  | No |  | **840** |
| 2 | HP 12-A Toner  | No |  | **810** |
| 3 | HP 13-A Toner  | No |  | **840** |
| 4 | HP 15-A Toner  | No |  | **840** |
| 5 | HP 26-A Toner  | No |  | **1400** |
| 6 | HP 49-A Toner  | No |  | **840** |
| 7 | HP 53-A Toner  | No |  | **840** |
| 8 | HP 80-A Toner  | No |  | **840** |
| 9 | HP 83-A Toner  | No |  | **810** |
| 10 | HP 85-A Toner  | No |  | **810** |
| 11 | HP 78-A Toner  | No |  | **810** |
| 12 | HP 81-A Toner  | No |  | **6500** |
| 13 | HP 79-A Toner  |  No |  | **810** |
|  |
|  **Photocopier Toners** |
| **S#** | **Name of Item**  |  **Qty.** |  **M/S Office World Peshawar** |
| **Genuine**  | **Compatible**  |
| 1 | NPG 50  | No |  | **1900** |
| 2 | NPG 26  | No |  | **3800** |
| 3 | MP 2014  | No |  | **1800** |
| 4 | Toshiba 282 | No |  | **2800** |
| 5 | Toshiba Studio 306 | No |  | **2800** |
| 6 | Xerox Copier 5021 |  No |  | **12500** |

|  |
| --- |
|  **Stationery Items**  |
| **Name of Item** |  **Qty.** | **M/S Global Office Product**  |
| Duplicating Paper  |  01 Ream  | **Rs.280/- each with taxes**  |
| Stapler pin | 01 pkt. | **Rs.25/- each with taxes**  |
| Ball point (vision)/Uniball  | 01 pkt. | **Rs.1350/- each with taxes**  |
| Calculator 14 Digit | 01 No. | **Rs.540- each with taxes**  |
| Color Flags | 01 pkt. | **Rs.55/- each with taxes**  |
| Fluid with Thinner | 01 No. | **Rs.160 each with/taxes** |
| Stamp Pad | 01 No. | **Rs.32/- each with taxes**  |
| Stamp Pad ink | 01 No. | **Rs.30/- each with taxes**  |
| Squash Tap | 01 No. | **Rs.30/- each with taxes**  |
| Attendance Register | 01 No. | **Rs.98/- each with taxes**  |
| Gum Bottle | 01 No. | **Rs.18/- each with taxes**  |
| Stapler Remover | 01 No. | **Rs.40/- each with taxes**  |
| Dust Bins | 01 No. | **Rs.135/- each with taxes**  |
| Binding Tap  | 01 No. | **Rs.80/- each with taxes**  |
| Big Folder (Dag Folder)  | 01 No. | **Rs.380/- each with taxes**  |
| Paper Cutter  | 01 No. | **Rs.55/- each with taxes**  |
| File Covers  | 01 No. | **Rs.12/- each with taxes**  |

|  |
| --- |
|  **HP Toners**  |
| **S#** | **Name of Item** | **Qty.** | **M/S Global Office****Product Peshawar**  |
| **Genuine**  | **Compatible**  |
| 1 | HP 17-A Toner  | No |  | **1450** |
| 2 | HP 48-A Toner  | No |  | **1450** |
| 3 | HP 30-A Toner  | No |  | **1440** |