

## QUOTATION

### STATIONERY ITEMS

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Sr,#	ITEM	Quantity	Price (Rs.)
1.	Paper Ream (A-4) Double A / Paper line (80 grams)	Per ream 500 sheet	
2.	Ball Point Piano	Per Pkt	
3.	Ball Point Piano Crsystal	Per Pkt	
4.	Ball Point Pilot G-1 Grip	Per Pkt	
5.	Ball Point Picasso	Per Pkt	
6.	Goldfish Autocrat 5000 Led pencil	Per Dozen	
7.	UB-177 Uniball fine Delux	Per Piece	
8.	Highlighters (Pelikan)	Per Pkt	
9.	Fax Roll (100 meters) Panasonic	Per Roll	
10.	Fax Roll (50 meters) Panasonic	Per Roll	
11.	Box Files Large	Per No.	
12.	Ring Binder alflah No 828.A/4_S (Plastic Files)	Per No.	
13.	Note Report Cover (Clip Files A-4)	Per No.	
14.	Index sheet COMSO File separator	Per Pkt.	
15.	Pronoti30300 Stick Notes	Per Pkt.	
16.	ORION Visiting Card Album	Per No.	
17.	COSMO Telephone Index PF-103 300 Pages	Per No.	
18.	Amos Glue Stick (Large size)	Per No.	
19.	Pelikan Blanco Fluid	Per No.	
20.	Dollar Indorsing Ink(Stamp)	Per Bottle	

<b>Sr,#</b>	<b>ITEM</b>	<b>Quantity</b>	<b>Price (Rs.)</b>
21.	Pelican 4001 Fountain Ink (Pen)	Per Bottle	
22.	Paper Clip Three Flower 36-mm	Per Pkt.	
23.	Strip binder (stick) 20MM	Per No.	
24.	Spiral binding strips 12MM	Per hundred	
25.	Plastic binding sheets A-4 size	Per hundred	
26.	DIA 16mm 21 Rings Ring Binder	Per Box	
27.	DIA 6mm 21 Rings Ring Binder	Per Box	
28.	Hard paper for binding A-4 size	Per hundred	
29.	Envelops SE 5	Per hundred	
30.	Envelops SE 6	Per hundred	
31.	Envelops SE 7	Per hundred	
32.	Envelops SE 8	Per hundred	
33.	File Flapper	Per hundred	
34.	Table Planner Set	Per Set	
35.	Opal Stapler Machine No 24/6	Per No.	
36.	Opal Stapler Pins No 24/6	Per Pkt	
37.	Opal heavy duty stapler S2076	Per No.	
38.	Opal heavy duty stapler pins(H-13) 23/17	Per Pkt.	
39.	Stapler Pin Remover (Taiwan)	Per No.	
40.	9730 2 Hole Punch Machine	Per No.	
41.	Single Hole Punch (Steel)	Per No.	
42.	Scale Steel-China (one Feet)	Per No.	
43.	Citizen CT 555 Calculator	Per No.	
44.	Sharpner Dux (Germany)	Per No.	
45.	Milan Erasers 4080	Per No.	
46.	Office Pins (China)	Per Pkt	
47.	Board Pins	Per Pkt	

<b>Sr,#</b>	<b>ITEM</b>	<b>Quantity</b>	<b>Price (Rs.)</b>
48.	Simple Registers (Ruled)	Per No.	
49.	Stock Register	Per No.	
50.	Dak Book	Per No.	
51.	Diary Register	Per No.	
52.	Opal Binding Tape 2.5 inch	Per No.	
53.	Scotch Tape (1 inch ) 12 Meter	Per No.	
54.	Packing Tape 3 inch	Per No.	
55.	Visiting Card Holder	Per No.	
56.	Marker (Dollar) 70	Per No.	
57.	Scissor (Stainless steel with plastic handle) (6-inch)	Per No.	
58.	Scissor (Stainless steel with plastic handle) (9-inch)	Per No.	
59.	0426 SDI Corporation Cutter Knife	Per Pkt	
60.	Paper weight	Per No.	
61.	Data Traveler (USB Flash Drive 512 MB) Kingston	Per No.	
62.	Sony CD-R Blank CD's 700 MB	Per Box	
63.	CD Covers	Per Box	
64.	Maxell CD-RW 80min	Per Box	
65.	Floppy Disk-144 MB Maxell	Per Box	

## QUOTATION

### TONER

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone #: \_\_\_\_\_

Sr.#	ITEM	QTY	Price (Rs.)
1.	Q2613A Hp Laser Jet 13A	Per Toner	
2.	Q5949 A HP Laser Jet 9152 A001	Per Toner	
3.	CANNON NP 1215 (Photocopier Toner)	Per Toner	
4.	Hp invent.78 Colour Printer Cartridge 1180c	Per Toner	
5.	HP 1320 Laser jet Printer Cartridge	Per Toner	
6.	DP 3510 Panasonic Photocopier Toner	Per Toner	
7.	HP office jet 4255 Cartridge	Per Toner	
8.	HP Desk jet 3745	Per Toner	

# QUOTATION

## MISCELLANEOUS ITEMS

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Sr.#	ITEM	Quantity	Price (Rs.)
1.	Lotion Admire (250ml) Air Fresheners	Per No.	
2.	Tissue Paper (Luxury Rose Petal 100x2 Ply Tissues	Per Box	
3.	Tissue Roll (Rose Petal)	Per Roll	
4.	Towel Cotton White (24x40) (Medium)	Per No.	
5.	Towel Cotton White (27x54) (Large)	Per No.	
6.	Duster (Cotton)	Per No.	
7.	Sparking Insta Computer And Glass Cleaner	Per No.	
8.	Safeguard (Large) Standard Size 85 grams	Per No.	
9.	New Lemon Max Bar	Per No.	
10.	DE GUARD (Insects killer)	Per No.	
11.	Pencil Cell (Toshiba)	Per No.	
12.	Power plus Heavy duty (Battery cells) AA 1.5V	Per No.	
13.	DIAO GE (Electrical) Extension Board	Per No.	
14.	Glass cupboards Locks	Per No.	
15.	Drawer Locks	Per No.	
16.	Classic Locks ISO 9002	Per No.	
17.	GHI Higher Class Rum Lock ISO 9002	Per No.	
18.	Table Glass (4x6)	Per No.	
19.	Table Glass (2x3)	Per No.	
20.	Three Pin Multi Plug	Per No.	
21.	Electric Call Bell	Per No.	
22.	Telephone set	Per No.	
23.	Baskets (noble Ware)	Per No.	
24.	Liquid Soap Bottle (1.89 Ltr)	Per No.	

## QUOTATION

### Furniture

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone #: \_\_\_\_\_

<b>Sr.#</b>	<b>Item</b>	<b>Qty</b>	<b>Price (Rs.)</b>
1.	Office Chair High Back (Hydraulic Base)	01	
2.	Office Chair Low Back (Hydraulic Base)	01	
3.	Computer Chair (Hydraulic with arms)	01	
4.	Computer Chair (Hydraulic without arms)	01	
5.	Visitor Chair (In Steel Frame)	01	
6.	Visitor Chair (In Wooden Frame)	01	
7.	Office Table (2.5x4) (Wooden)	01	
8.	Computer Table (1.5x3) (Wooden)		
9.	File Rack (3x6) (Wooden)	01	
10.	Filing Cabinet Four Drawers (Wooden)	01	
11.	Filing Cabinet Four Drawers (Steel)	01	