

ANNUAL PROCUREMENT PLAN FOR OFFICE STATIONERY AND COMPUTER STATIONERY ITEMS FOR FY 2026-27

"Computer Stationery Items"							
Sr. No.	NAME OF ITEMS	SPECIFICATION	U/M	Estimated Rate F.Y.2026-27	Qty. Required F.Y.2026-27	Total Amount	Remarks
1	Off white Part-II 9.5" x 11"(Continuous) 55 gm	Best Quality	Box	2472	400	988800	
2	Off white Part-III	Best Quality	"	3564	450	1603800	
3	White Paper A-4 Size 210mm x 297mm (80gm)(500 Sheets)	Duble A /Equivalent	Rlm	1500	2000	3000000	
4	White Paper F-4 Size 210mm x 333mm (80gm)(500 Sheets)	Copymate Plus /Equivalent	Rlm	1614	100	161370	
5	PHOTOSTAT PAPER F-4 (Legal)(70gm)(500 Sheets)	Copymate Plus /Equivalent	Rlm	1400	50	70000	
6	PHOTOSTAT PAPER A-4 (70gm)(500 Sheets)	Copymate Plus/Equivalent	Rlm	1200	800	960000	
7	COLOR PAPER (A4) (DIFF COL) 80 gm (500 Sheets)	Best Quality	Rlm	2225	50	111250	
8	USB EXTENSION CABLE	Best Quality	Pkt	231	30	6930	
9	POWER CABLE	Best Quality	Pkt	259	40	10340	
10	P-7210 CARTRIDGE (103)	Best Quality	No.	11000	18	198000	
11	Key Board	Dell/Equivalent	No.	580	100	57970	
12	Key Board (USB) 3.8mm (wireless)	Dell/Equivalent	No.	1680	15	25196	
13	Mouse (USB)	Dell/Equivalent	No.	470	100	46970	
14	Mouse (USB) (wireless)	Dell/Equivalent	No.	924	100	92400	
15	Mouse Pad	Original	No.	154	100	15400	
16	Flash Drive (16 GB) (3.0)	HP/Equivalent	No.	660	10	6600	
17	Flash Drive (32 GB) (3.0)	HP/Equivalent	No.	825	10	8250	
18	Flash Drive (64 GB) (3.0) HP(Original) /Equivalent)	HP/Equivalent	No.	935	10	9350	
19	NETWORK CABLE (CAT-6)	D. Link/Equivalent	Bdle	50000	5	250000	
20	NETWORKING SWITCHES (08 Ports)	D. Link/Equivalent	No.	3000	15	45000	
21	NETWORKING SWITCHES (16 Ports)	D. Link/Equivalent	No.	6050	15	90750	
22	NETWORKING SWITCHES (24 Ports)	D. Link/Equivalent	No.	9350	15	140250	
23	Laser Jet Toner Cartridge (05A) (2055)	HP Laser Jet	Roll	1975	50	98725	
24	Laser Jet Toner Cartridge (26a) (M402d) HP Laser Jet (Compatible)	HP Laser Jet	No.	2085	50	104225	
25	Laser Jet Toner Cartridge (76a)	HP Laser Jet	No.	5390	50	269500	
26	Laser Jet Toner Cartridge (79A) MFP (M26a)	HP Laser Jet	No.	1865	50	93225	
27	Laser Jet Toner Cartridge (85A) (P1102,M1132)	HP Laser Jet	No.	1865	40	74580	
28	RIBBON - 7210	D. Link/Equivalent	No.	16390	30	491700	
29	RIBBON - 2170/2190/2180	D. Link/Equivalent	No.	1482	100	148170	
30	Tonner Photocopier	HP Laser Jet	No.	40150	10	401500	
31	LaserJet Toner (49 A)	CHINA	No.	2195	50	109725	
32	LaserJet tonner 107-W	HP Laser Jet	No.	2855	60	171270	
33	LaserJet Tonner 30A/32A	CHINA	No.	2855	15	42818	
						9903943	

"Office Stationery Items"						
Sr. No.	NAME OF ITEMS	SPECIFICATION	U/M	Estimated Rate F.Y.2026-27	Qty. Required F.Y.2026-27	Total Amount
34	BALL POINT (Blue/Black/Red)	DOLLAR Clipper/Equivalent	No	20	8000	160000
35	UNI BALL Jell (Black/Blue/Red)	DOLLAR/EQUIVALENT	No	150	4000	600000
36	HIGH LIGHTER	DUK/Equivalent	No	70	500	35000
37	MARKER	DOLLAR/EQUIVALENT	No	70	500	35000
38	WHITE FLUID	DOLLAR/EQUIVALENT	No	70	500	35000
39	LEAD PENCIL	Best Quality	No	25	500	12500
40	SHARPENER	Best Quality	No	15	500	7500
41	RUBBER	Best Quality	No	15	500	7500
42	SCALE	Best Quality	No	70	200	14000
43	STAMP PAD	Best Quality	No	75	200	15000
44	STAMP PAD INK	DOLLAR/EQUIVALENT	No	75	150	11250
45	FILE COVER	Best Quality	No	60	6000	360000
46	FILE TRAY	Best Quality	No	245	100	24530
47	DAK FOLDER	Best Quality	No	1482	5	7409
48	TAG (Large)	Best Quality	Bundle	160	1000	160000
49	TAG(Small)	Best Quality	Bundle	80	1000	80000
50	REGISTER RULED Q-6	Best Quality	No	225	500	112500
51	REGISTER RULED Q-12	Best Quality	No	300	500	150000
52	REGISTER RULED Q-12 (Executive)	Best Quality	No	350	250	87500
53	REGISTER RULED Q-16	Best Quality	No	400	250	100000
54	REGISTER RULED Q-24	Best Quality	No	800	250	200000
55	REGISTER RULED Q-24 (Executive)	Best Quality	No	800	250	200000
56	REGISTER RULED Q-32	Best Quality	No	1000	250	250000
57	ATTENDANCE REGISTER	Best Quality	No	270	500	135000
58	STAPLER MACHINE (L)	Best Quality	No	6270	5	31350
59	STAPLER (HD-SOR) (S)	Best Quality	No	495	300	148500
60	STAPLER PIN (Remover)	Best Quality	No	131	100	13090
61	STAPLER PIN # 10	Best Quality	Pkt	55	200	11000
62	STAPLER PIN (24/6)	(24/6) DOLLAR/EQUIVALENT	Pkt	75	2000	150000
63	STAPLER PIN FOR HEAVY DUTY 17/13	FOR HEAVY DUTY 17/13 DOLLAR/EQUIVALENT	Pkt	215	150	32250
64	STAPLER PIN FOR HEAVY DUTY 23/17	FOR HEAVY DUTY 23/17DOLLAR/EQUIVALENT	Pkt	303	150	45375
65	GUM STICK (UHU) (40 gm)	(UHU) (40 gm) DOLLAR/EQUIVALENT	Pkt	160	500	80000
66	CHIT PAD (Multicolor) size (1"×3")	(Multi colour) size (1"×3) Three Flower/Equivalent	Pkt	50	50	2475
67	CHIT PAD (Multicolor) size(2"×3")	Three Flower/Equivalent	Pkt	61	50	3025
68	CHIT PAD (Multicolor) size(3"×3")	(Multi colour) size(3"×3) Three Flower/Equivalent	Pkt	95	100	9500
69	CHIT PAD White Paper size(3"×3")	Three Flower/Equivalent	Pkt	83	50	4125
70	CHIT PAD Diff. colour size(3"×4")	Three Flower/Equivalent	Pkt	138	50	6875
71	PASTED FLAG	Three Flower/Equivalent	Pkt	150	300	45000
72	ENVELOPES SE-6(Khaki) 80 gm	SE-6(White) DO 11"×5 80gm As per Sample	No	5	55000	275000
73	ENVELOPES SE-7(Khaki)80 gm	SE-5(White) DO 9"×4 80gm As per Sample	No	6	55000	330000
74	ENVELOPES SE-8(Khaki) (Legal)	SE-8(Khaki) (Legal) 80 gm Golden/Equivalent	No	9	22000	198000
75	ENVELOPES SE-8 (Khaki) (Legal) CLOTHING	SE-8 (Khaki) (Legal) CLOTHING 100gm As per Sample	No	25	3000	75000
76	PAPER CLIP	Best Quality	Pkt	70	20	1408

77	POKER (No.0322)	Best Quality	No	180	50	9020	
78	PUNCH MACHINE	Best Quality	No	213	50	10670	
79	PUNCH MACHINE	Best Quality	No	433	30	13002	
80	THREAD BALL	Best Quality	No	83	100	8250	
81	PAPER CUTTER (ORG)	Best Quality	No	149	30	4455	
82	SCISSOR	Best Quality	No	329	15	4934	
83	TRANSPARENT/SCOTCH TAPE	Best Quality	No	95	300	28545	
84	BINDING TAPE	Shiny/Equivalent	No	164	500	81950	
85	PAPER TAPE	Best Quality	No	52	50	2585	
86	TABLE ACCESSORIES	Best Quality	Pkt	3500	30	105000	
87	CALCULATORS	CITIZEN/Equivalent	No.	1500	500	750000	
88	DUSTER CLOTH	Best Quality	No.	71	2000	141900	
89	PLASTIC THREAD	Best Quality	No.	159	500	79475	
90	Hard Cover for Vouchers Binding	Best Quality	No.	32	12000	389400	
91	TRANSPARENT SHEET	Best Quality	No.	7	3000	20790	
Sub Total						5911637	
Grand Total						15815580	

SB/Ref
A/c/cashier

70/1000

22/6
SIRAJ ULLAH
Controller Military Accounts
CMA (Pc) Peshawar