Schedule of Requirements (SOR)

The Procurement of Stationery and Masalanda Goods for Budhanilkantha Municipality

IFB No.: BNP/GW01/083_084/NCB/BNP

Package 1: Stationery and masalanda Goods
CPV: 22800000-8 - Paper or paperboard registers, account books, binders, forms and other articles of printed stationery
Stationery and masalanda Goods

SL. No.	Item Description	Unit	Quantity	Bidder's Rate (NPR)	Bidder's Rate (in words)	Total Amount (NPR)
1.1	Pilot Pen Pilot Hitech point 0.5 V5 or equivalent	pcs	2,500.00			
1.2	Pilot Pen Pilot Hitech point 0.7 V7 or equivalent	pcs	1,000.00			
1.3	Ball Pen Cello techno or equivalent with Custom Made Outer Surface Printing Design (Design will be provided by Budhanilkantha Municipality before order is placed)	pcs	10,000.00			
1.4	Gel Pen cello pointec or equivalent	pcs	2,500.00			
1.5	KeyBoard 104-key layout, a USB interface, and a cable length of around 1.5 meters	pcs	150.00			
1.6	Mouse 3 buttons USB 1200DPI	pcs	100.00			
1.7	Highlighter Snowmen or equivalent	pcs	500.00			
1.8	Double form Tape 5m foam tape Oddy or equivalent	pcs	200.00			
1.9	Banding Tape 1.5 inch size	pcs	200.00			

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1.10	Banding Tape 2 inch size	pcs	150.00			
1.11	Cello Tape Stationary types, 880 gm Golder or equivalent	pcs	100.00			
1.12	Masking Tape camet 1.5 inch	pcs	500.00			
1.13	Masking Tape camet 2 inch	pcs	500.00			
1.14	Index File Eagle or Equivalent	pcs	2,500.00			
1.15	File Lace Made from Cotton, green colour 15" long (1pkt=100pcs)	pkt	600.00			
1.16	Glue stick gum Batton de colle of 35 gram or Equivalent	pcs	500.00			
1.17	Calculator Yasoda/Casio or equivalent 14 digit 112 steps check and correct two way power)	pcs	50.00			
1.18	Scissor all purpose, sharp/blunt blades	pcs	200.00			
1.19	Ring File high quality Kite or Equivallent	pcs	500.00			
1.20	Cobra File 41.5*14 *36.5 cm high quality Kite or Equivallent)	pcs	200.00			

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1.21	Photo Copy paper standard A4 size 80 Gsm Paper Jk Copier or equivalent	rim	8,000.00			
1.22	Register No 2 nilgagan or Equivalent	pcs	300.00			
1.23	Paper clip Deli or equivalent	box	25.00			
1.24	Register No 4 nilgagan or Equivalent	pcs	300.00			
1.25	Register No 5 nilgagan or Equivalent	pcs	100.00			
1.26	Register No 6 nilgagan or Equivalent	pcs	200.00			
1.27	Register No 8 nilgagan or Equivalent	pcs	200.00			
1.28	Sticky Note 3"*3" 70gsm paper different colour (1pad=100sheets) deli or equivelent	pad	150.00			
1.29	Sticky Note 4"*6" 70gsm paper different colour (1pad=100sheets) deli or equivelent	pad	200.00			
1.30	Sticky Note 8"*6" 70gsm paper different colour (1pad=100sheets) deli or equivelent	pad	200.00			
1.31	A4 color Paper sinar spectra or Equivalent, 50 sheet, A4 120 gsm	pad	300.00			

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SL. No.	Item Description	Unit	Quantity	Bidder's Rate (NPR)	Bidder's Rate (in words)	Total Amount (NPR)
1.32	Stamp Pad camlin 9/5cm or equivalent	pcs	200.00			
1.33	Stamp Pad Ink 20ml	pcs	150.00			
1.34	Punching Machine Small (DP 600 Kangaroo or equivalent)	pcs	100.00			
1.35	Punching Machine Medium (DP 900 Kangaroo or equivalent)	pcs	100.00			
1.36	Punching Machine heavy Dp 23/20 Kangaroo or equivalent	pcs	50.00			
1.37	Board Marker all color(Snowmen or equivalent)	pcs	600.00			
1.38	Permanent Marker all color(Snowmen or equivalent	pcs	500.00			
1.39	Stand pen E6797 deli or equivalent	pcs	1,000.00			
1.40	Stapler small (Kangaroo, HDP -10 or equivalent)	pcs	200.00			
1.41	Stapler medium (Kangaroo, HDP -10D or equivalent)	pcs	100.00			
1.42	Stapler large (Kangaroo, HD23S24 or Equivalent)	pcs	50.00			
1.43	Stapler pin small (Kangaroo, HDP -10 or equivalent)	pkt	1,000.00			

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SL. No.	Item Description	Unit	Quantity	Bidder's Rate (NPR)	Bidder's Rate (in words)	Total Amount (NPR)
1.44	Stapler pin medium Kangaroo, HDP -10D or equivalent	pkt	500.00			
1.45	Stapler pin large Kangaroo, HD23/10 or Equivalent	pkt	100.00			
1.46	Scale Stainless Steel 30 cm or equivalent	pcs	100.00			
1.47	Toilet freshner Odonil or equivalent	pcs	500.00			
1.48	Water bottle flip cap water bottle 1000 ml	pcs	500.00			
1.49	Towel Superfine cotton solid 30*60 size	pcs	100.00			
1.50	Falatin cloth 54 inch breadth	meter	1,000.00			
1.51	Kora Cloth 70 inch Breadth	meter	1,000.00			
1.52	Multi Surface spray cleaner 500 ml ,Colin or Equivalent	pcs	500.00			
1.53	Toilet cleaner 500ml(Harpic or equivalent)	pcs	1,000.00			
1.54	Mop Tile cleaner with Stick	pcs	100.00			
1.55	Soap Cloths Cleaner OK or equivalent	pcs	200.00			

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SL. No.	Item Description	Unit	Quantity	Bidder's Rate (NPR)	Bidder's Rate (in words)	Total Amount (NPR)
1.56	Soap Dish Washer Vim or equivalent	pcs	200.00			
1.57	Hand wash liquid Detol or equivalent - 200 ml	pcs	500.00			
1.58	Toilet Brush Plastic	pcs	50.00			
1.59	Toilet paper Paseo Bathroom Tissue 1Roll 2Ply 220Sheets or equivalent	roll	1,000.00			
1.60	Phenyl Liquid 1 ltr Bottle	bottle	500.00			
1.61	Naphthalene Balls Colourful (1pkt = 500g)	pkt	200.00			
1.62	Tissue paper Premier or equivalent	box	2,000.00			
1.63	Pen Drive Usb 3.0. storage 64gb	pcs	200.00			
1.64	Pen Drive Usb 3.0. storage 32gb	pcs	200.00			
1.65	Glass Jug 1000ml(Ocean or equivalent for water drinking)	pcs	100.00			
1.66	Glass cup 300ml(Ocean or equivalent for water drinking)	pcs	1,000.00			
1.67	Tea cup Crystal or equivalent(1*6= 1 set)	set	50.00			

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1.68	Dustbin 10 Litre Bagmati, james or Equivalent	pcs	100.00			
1.69	Swing Dustbin 50 Litre, size 20" x 17.5" with pedal red , yellow, green color gem plastic ware Or Equivalent	pcs	50.00			
1.70	Raincoat 3-layer material (fabric, membrane, liner), Fully taped seams, PFC-free DWR Coating, Coated zippers, Drawcord hem and adjustable velcro wrist cuffs, Zippered hand pockets placed higher than a backpack strap or hip belt for easy access, Different Size Track Suit Type	pcs	300.00			
1.71	Raincoat Double layer dual hood PVC material two seater motorcycle raincoat	pcs	200.00			
1.72	Umbrella Foldable double layer 57cm	pcs	50.00			
1.73	Umbrella Open Diameter 110-120cm, Closed Length 85-90cm, Waterproof Pongee Fabric, Strong Steel Frame, Wind Resistant, Steel Frame Material 8 Ribs	pcs	30.00			
1.74	Office Bag 1Length 20 inch, width 13.5 inch, height 6 inch, side taar jaali 90 m.m., ziffer 10 no. nilon, 4 chain packet, laptop case 1, water putting pocket jaali 2, runner 10 no. 90 gaze, using water proof cloth, rubber coated inner part, still mixed handle, sweat absorbing hard cover in carrying part with rain and dust Cover and Budhanilkantha Municipality official logo	pcs	400.00			
1.75	Surf Wheel 1kg packet or equivalent	pkt	200.00			

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SL. No.	Item Description	Unit	Quantity	Bidder's Rate (NPR)	Bidder's Rate (in words)	Total Amount (NPR)
1.76	Key lock Godredge or Podredge or Equivalent 40mm	pcs	150.00			
1.77	Key lock Godredge or Podredge or Equivalent 50mm	pcs	150.00			
1.78	Key lock Godredge or Podredge or Equivalent 60mm	pcs	150.00			
1.79	Small Battery Everyday or equivalent AA size 1.5 v	pcs	1,500.00			
1.80	Small Battery Everyday or equivalent AAA size 1.5 v	pcs	1,000.00			
1.81	Wall Hanger As per Municipality Requirement	pcs	500.00			
1.82	Wall Clock Japanese Quarz, Ajanta or Equivallent	pcs	50.00			
1.83	Magazinge File HUAJIE or equivalent Solo file and book rack H19	pcs	100.00			
1.84	Money Damper As per Municipality Requirement	pcs	100.00			
1.85	My Clear Bag Standard Size	pcs	500.00			
1.86	Garbage bag 100 micron thickness	kg	2,000.00			

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1.87	Pencil HB grade, 19 cm long, 3 mm black lead core, good quality wood casing, hexagonal shape	doz	20.00			
1.88	Steel jug for water drinking 1.5 ltr	pcs	100.00			
1.89	File Tray Deli or equivalent	pcs	20.00			
1.90	Gas Stove 2 burner automatic gas stove set with pipe, regulator, clamp etc	Set	10.00			
1.91	Safety Gloves Klass Tek or equivalent), 5C PU Coated Cut Level C Safety Gloves	pair	500.00			
1.92	Utility Gloves Multi purpose rubber gloves, Large and medium size	pair	1,000.00			
1.93	Bucket Made from plastic, 15 ltr capacity Bagmati or equivalent	pcs	50.00			
1.94	Basin(Bata) Made from plastic, 17" Diameter, 20 ltr capacity Bagmati or equivalent	pcs	50.00			
1.95	Spoon Made from steel, 7.5 inch long, 1.5 inch width	pcs	500.00			
1.96	Plate Made from steel, 10 inch diameter, 25 cm perimeter	pcs	200.00			
1.97	Bowl Made from steel at least 8 inches in diameter and about 3 1/2 to 4 inches tall	pcs	500.00			

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1.98	Presser Cooker Stainless Steel Presser Cooker 5 Ltr	pcs	10.00			
1.99	Plastic bora bag 51 microns thickness, HDEP material, 50 kg capacity	pcs	8,000.00			
1.100	Sugar White with purified and crystallised sucrose (saccharose) of sound, fair and marketable	kg	300.00			
1.101	Tea with Masala Tokla or equivalent	kg	50.00			
1.102	Coffee 250g, Nescafe or equivalent	pcs	200.00			
1.103	Mop Hard-Surface Liquid Floor Cleaner Concentrate Lavender, Scent, Disinfectant , 5 ltr jar	jar	50.00			
1.104	Sign pen 0.7mm Non-Peramanent of different colour (Monami or equivalent)	dozen	30.00			
1.105	Floor and Bathroom wiper Made fromSpecial rubber and plastic with long handle	pcs	50.00			
1.106	CD Marker Consistent ink flow; Smooth and dark marking; Water resistant and UV resistant of black, red and green colour	dozen	20.00			
1.107	Water Dispenser top loading, 3 tap, Hot, cold and normal,ABS body, Power: 580 W (Hot) / 75 W (Cold) Voltage- 220-240 / 50hz, Baltra or equivalent	pcs	30.00			

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1.108	Electric Halogen Heater 3 Rod heating; High efficiency, Energy saving; Safety tip-over switch; High temperature resistant plastic housing Baltra or equivalent	pcs	40.00			
1.109	Stand fan Dimension:50 x 30 x 51 cm, Copper Motor with low noise, High-quality stainless, steel oscillating Blades ,3Speed Control Panel, 7.5 hour timer,Poly-coated - Baltra or equivalent	pcs	40.00			
1.110	Binding Plastic A4 Size 100 micron clear plastic sheets 210*297mm (100 sheets per packet)	pkt	50.00			
1.111	Binding Clip 41 mm(12 pieces in one box)	box	30.00			
1.112	Binding Clip 32 mm(12 pieces in one box)	box	30.00			
1.113	Broom Made From Grass, 3ft long, 250gm Weight with plastic wrap handle	pcs	300.00			
1.114	Broom Made From Coconut, 2ft long, 700gm Weight with plastic wrap handle	pcs	500.00			
1.115	Dust Picker Made From Steel (35*19*4 Centimeters)	pcs	200.00			
1.116	Dry Mop Microfiber Mop Head with telescopic adjustable handle	pcs	100.00			
1.117	Disposable Mask 3 Layer Protection, Non Woven Fabric, 17.5*9.5cm size (1*50 = 1 box)	Box	500.00			

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1.118	Sanitizer WHO Standards, non-toxic and hypo-allergenic, 60%–95% alcohol (ethanol or isopropyl alcohol), Glycerol (1.45% v/v), Hydrogen Peroxide 3% v/v, 500ml Gel Form (Securely closed containers, labeled with active ingredient %, batch number, and expiry date)	Bottle	1,000.00			
1.119	Sanitizer WHO Standards, non-toxic and hypo-allergenic 60%–95% alcohol (ethanol or isopropyl alcohol), Glycerol (1.45% v/v), Hydrogen Peroxide 3% v/v, 100ml Gel Form(Securely closed containers, labeled with active ingredient %, batch number, and expiry date)	Bottle	2,000.00			
1.120	Surgical Gloves Neoprene Material with inner polymer coating (1 box = 100pcs)	Box	100.00			
1.121	Pen Holder Round aluminum alloy (rust-proof), 4*4	pcs	150.00			
1.122	Rubber Brands High Quality Stretchable 3mm 4"	Pkt	100.00			
1.123	Measuring Tape 5m 25mm Width, Metric and inch markings, Pure ABS material cover Ingco or equivalent	pcs	150.00			
1.124	Measuring Tape 30m 12.5mm Width, Metric and inch markings, Pure material retracting gear Ingco or equivalent	pcs	50.00			
1.125	Measuring Tape 50m 12.5mm Width, Dual-sided Metric (meters/centimeters) and Imperial (inches), Durable steel with protective coating Ingco or equivalent	pcs	50.00			
1.126	National Flag Made With High Quality Fabric 5ft	pcs	100.00			

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SL. No.	Item Description	Unit	Quantity	Bidder's Rate (NPR)	Bidder's Rate (in words)	Total Amount (NPR)
1.127	National Flag Made With High Quality Fabric 8ft	pcs	15.00			
1.128	National Flag Made With High Quality Fabric 10ft	pcs	20.00			
1.129	National Flag Made With High Quality Fabric 13ft	pcs	10.00			
1.130	Extension Cord 6 Way AC Outlets, 5m Line Length, Overload Protection, Universal Socket, Independent Power Switch, 10A-13A, 250V-3000W	pcs	500.00			

Total Item Price	
VAT (13.00%)	
Grand Total	