

KANGEMA HIGH SCHOOL

SCHEDULE OF REQUIREMENTS

(1) GENERAL

KANGEMA HIGH SCHOOL intends to engage competent suppliers, dealers of various goods and services as per the respective tenders. **Note:**

1. The contract will be for an initial period of one year. During this period, the successful tenderer will supply and deliver goods to the school on need basis.
2. Orders will be issued to successful bidders when need arises during the contract period
3. Bidders are advised to quote for prices that will remain valid for the entire contract period (1st july 2026- 30th june 2027

KHS/T05/2025-2026 SUPPLY OF GENERAL STATIONERY

| NO | ITEM DESCRIPTION | UNIT | UNIT PRICE | REMARKS |
|-----------|---------------------------------------|-------------|-------------------|----------------|
| 1. | Printing papers(80GMS) jk | Ream | | |
| 2. | Foolscaps Kasuku | Ream | | |
| 3. | Fine Bic sharp pointed | Pkt | | |
| 4. | White board marker pens | 1 pkt | | |
| 5. | White board refills | 1 pkt | | |
| 6. | Mark book | Pc | | |
| 7. | Counter books (1 quire) | Doz | | |
| 8. | Counter books (2 quire) | Doz | | |
| 9. | Counter books (3 quire) | Doz | | |
| 10. | Counter books (4 quire) | Doz | | |
| 11. | Cellotape 1" | Doz | | |
| 12. | Binding tape 2" | Pc | | |
| 13. | Spring file (PVC) rapid | Doz | | |
| 14. | Spring file (Manila) | Doz | | |
| 15. | Obama ball pens | 1 pkt | | |
| 16. | HB pencil staedler | Doz | | |
| 17. | Office Glue (500gm) | Doz | | |
| 18. | Graph papers | reams | | |
| 19. | K may | Pkt | | |
| 20. | Stapes 24/6 kangaro | Pkt | | |
| 21. | Paper clips | Pkt | | |
| 22. | White board dusters | Pkt | | |
| 23. | Wite out (Pelican) | Pc | | |
| 24. | Envelopes white catridge(DL) branded | Doz | | |
| 25. | Envelop Certificate size (A4) branded | Doz | | |
| 26. | Eraser BR 40 | Doz | | |
| 27. | Pelican Carbon papers | Pkt | | |
| 28. | Manila paper | Pc | | |
| 29. | Crystal clear biro pens | Pkt | | |
| 30. | Mark pen | Doz | | |
| 31. | Stamp pad ink | Pkt | | |
| 32. | Attendance Register - Elimu | doz | | |
| 33. | Fees register | Pc | | |
| 34. | Register of cheques | Pc | | |
| 35. | Ledger S1 | Pc | | |
| 36. | Ledger S2 | Pc | | |
| 37. | GRAPH BOOKS A4 120 PGS | 1CTN | | |

Supplier name:

Signature:Contacts.....

Date:

Stamp