

LIST OF SUPPLIES AND RELATED SERVICES

Date: 30th January, 2025

Procurement Reference No:

BU/SUPLS/24-25/0008

Lot / Item Number	Brief Description of Supplies and Related Services	Estimated Quantity	Unit of Measure	Unit Price	Amount
1	Printing/Photocopying papers A4	1500	reams	28,000	42,000,000
2	Printing/Photocopying papers A3	500	reams	48,000	24,000,000
3	Envelopes, khaki, self seal A3	1000	pkts	30,000	30,000,000
4	Envelopes, khaki, self seal A4	2000	pkts	18,000	36,000,000
5	Envelopes, khaki, self seal A5	1500	pkts	13,500	20,250,000
6	Envelopes, khaki, self seal A6	1000	pkts	7,500	7,500,000
7	Box files (rado)	800	pcs	9,780	7,824,000
8	Pens, Bic (all colours)	2500	pkts	40,000	100,000,000
9	Pens, Nice Clear (all colours)	1000	pkts	30,000	30,000,000
10	Executive pens	500	pkts	85,000	42,500,000
11	Pencils	400	dozen	15,000	6,000,000
12	Pen holders	500	pcs	10,000	5,000,000
13	Markers, Permanent	1500	pkts	18,000	27,000,000
14	White board markers	800	pkts	22,000	17,600,000
15	Highlighters	700	pkts	20,000	14,000,000
16	Manuscript counter books, 4Q	500	pcs	18,000	9,000,000
17	Spiral note books A4	250	pcs	8,000	2,000,000
18	Short hand note books	500	pcs	2,500	1,250,000
19	Sticker pads (ordinary)	1000	pcs	5,500	5,500,000
20	Sticker pads (multi-colour)	1000	pcs	13,000	13,000,000
21	Flip charts	500	pcs	25,000	12,500,000
22	Delivery book A4	600	pcs	20,000	12,000,000
23	Delivery book A5	300	pcs	15,000	4,500,000
24	Punching machine, small	700	pcs	15,000	10,500,000
25	Punching machine, medium	700	pcs	50,000	35,000,000

Lot / Item Number	Brief Description of Supplies and Related Services	Estimated Quantity	Unit of Measure	Unit Price	Amount
26	Punching machine, heavy duty	500	pcs	210,000	105,000,000
27	Stapling machine, small	250	pcs	25,000	6,250,000
28	Stapling machine, medium	300	pcs	180,000	54,000,000
29	Stapling machine, heavy duty	300	pcs	350,000	105,000,000
30	Staple wires, Kangaro, 24/6	1000	pkts	35,000	35,000,000
31	Staple wires, heavy duty	800	pkts	15,000	12,000,000
32	Paper clips, small	1000	pkts	3,000	3,000,000
33	Paper clips, medium	1000	pkts	5,000	5,000,000
34	Paper clips, big	1000	pkts	8,000	8,000,000
35	Thumb tacks (ordinary)	200	pkts	14,000	2,800,000
36	Thumb tacks (multi-colour)	200	pkts	18,000	3,600,000
37	Staple remover	500	pcs	5,000	2,500,000
38	Rulers, HACO 30cm	100	pcs	5,000	500,000
39	Suspension files	2500	pcs	4,000	10,000,000
40	Spring files, plastic	5000	pcs	3,500	17,500,000
41	Manila file folders	5000	pcs	2,500	12,500,000
42	File divider	1200	pkt	15,000	18,000,000
43	Desktop trays (3 stairs)	50	pcs	60,000	3,000,000
44	Desk organizers	50	pcs	65,000	3,250,000
45	Calculators, large display, two way power, 14 digits	50	pcs	80,000	4,000,000
46	Stick glue	50	pcs	7,000	350,000
47	Stamp ink (all colours)	60	pots	20,000	1,200,000
48	Carbon papers	100	pkts	20,000	2,000,000
49	HR folders	1000	pcs	6,000	6,000,000
50	Black board dusters	1800	pcs	10,000	18,000,000
51	White board dusters	1800	pcs	15,000	27,000,000
52	Pocket folders	250	pcs	5,000	1,250,000
53	Clear folders	1500	pcs	3,500	5,250,000
54	White wash/correction fluid	50	pcs	7,500	375,000
55	Office glue, small	50	pcs	5,000	250,000
56	CDs	50	pcs	10,000	500,000
57	DVDs	50	pcs	15,000	750,000
58	Dictionaries, Oxford Advanced Learners	10	pcs	120,000	1,200,000
59	Office pins	500	pkt	3,500	1,750,000
60	Headed papers, A4	800	ream	328,000	262,400,000
61	Envelopes with logos A3	100	pkts	75,000	7,500,000
62	Envelopes with logos A4	200	pkts	50,000	10,000,000
63	Envelopes with logos A5	200	pkts	40,000	8,000,000
64	Envelopes with logos A6	200	pkts	26,000	5,200,000

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Lot / Item Number	Brief Description of Supplies and Related Services	Estimated Quantity	Unit of Measure	Unit Price	Amount
68	Binding combs (spiral), 10mm	200	pkts	18,000	3,600,000
69	Binding combs (spiral), 12mm	200	pkts	19,000	3,800,000
70	Binding combs (spiral), 14mm	200	pkts	23,000	4,600,000
71	Binding combs (spiral), 16mm	200	pkts	30,000	6,000,000
72	Binding covers, front (all colours)	200	reams	25,000	5,000,000
73	Binding covers, back	200	reams	25,000	5,000,000
74	Ruled papers, (500 sheets)	250	reams	23,000	5,750,000
75	Ruled papers, (400 sheets)	250	reams	23,000	5,750,000
76	Ruled papers, (250 sheets)	250	reams	20,000	5,000,000
77	Graph books	500	pcs	7,500	3,750,000
78	Pens, engraved Office of University Secretary Busitema University	50	pkts	75,000	3,750,000
79	Sisal rolls	50	rolls	15,000	750,000
80	Rubber bands	50	pkts	50,000	2,500,000
81	Self inking stamps	50	pcs	120,000	6,000,000
82	Clip boards, double	150	pcs	7,500	1,125,000
83	Black board chalk (Somani)	700	pkts	5,000	3,500,000
84	Masking tape, small	500	rolls	5,000	2,500,000
85	Masking tape, large	600	rolls	7,500	4,500,000
86	Cello tapes, small	500	rolls	3,500	1,750,000
87	Cello tapes, large	500	rolls	15,000	7,500,000
88	Visitors books, ordinary	50	pcs	35,000	1,750,000
89	Visitors book, executive	20	pcs	75,000	1,500,000
90	Manuscript counter books, 3Q	150	pcs	15,000	2,250,000
91	Manuscript counter books, 2Q	50	pcs	14,000	700,000
92	Manuscript counter books, A5	50	pcs	12,000	600,000
93	Duplicating papers	200	ream	35,000	7,000,000
94	Exercise books, A4, 96 pages	100	pcs	5,000	5,000,000
95	Binding machine, medium	10	pcs	450,000	4,500,000
96	Paper cutter, medium	10	pcs	150,000	1,500,000
97	Scissors, stainless, medium	60	pair	15,000	900,000
98	White boards, 180x120cms	100	pcs	400,000	40,000,000
99	White boards, medium	20	pcs	250,000	5,000,000

Lot / Item Number	Brief Description of Supplies and Related Services	Estimated Quantity	Unit of Measure	Unit Price	Amount
100	White boards, small	20	pcs	150,000	3,000,000
101	White board stand	100	pcs	350,000	35,000,000
102	Mobile notice board	10	pcs	450,000	4,500,000
103	Calculators, Scientific	50	pcs	100,000	5,000,000
105	News print papers	10	ream	200,000	2,000,000
106	Ring binder files (Presidential box files)	100	pcs	18,000	1,800,000
107	Riso graph printing paper, A3	50	ream	250,000	12,500,000
108	Empty, export sacks	100	pcs	10,000	1,000,000
109	Empty boxes, medium	100	pcs	25,000	2,500,000
110	Stamp pad (colour E/55/2)	50	pcs	35,000	1,750,000
111	Office tray, 2 stairs	10	pcs	55,000	550,000
112	Batteries (dry cells), AAA	10	pairs	20,000	200,000
113	Batteries (dry cells), AA	10	pairs	20,000	200,000
114	Dust bins - Medium, plastic	50	pcs	65,000	3,250,000
115	Dust bins - Medium, Metallic	50	pcs	75,000	3,750,000
116	Rubbers, white/rectangular	10	pcs	2,500	25,000
117	Paper shredder – 6 sheets cutter (Maximum)	10	pcs	450,000	4,500,000
118	Calculator, MJ-120D, large display, 12 digits	10	pcs	68,000	680,000
119	Office wall clocks	30	pcs	80,000	2,400,000
120	Lesson books	200	pcs	120,000	24,000,000
121	Flip chart stand	10	pcs	350,000	3,500,000
121	White A3 size printing paper (80g/ms)	1000	Reams	50,000	50,000,000
SUB -TOTAL					1,607,142,210
VAT 18%					289,285,597.8
TOTAL					1,896,427,807.8

Signed: _____

Name: **JJUUKO JOHN MORIS**

In the capacity of: **MANAGING DIRECTOR**

Duly authorized to sign the application for and on behalf of **JORIDDY GENERAL MERCHANDISE LIMITED**

Dated on **30TH JANUARY, 2025**



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