

OFFICE SUPPLIES

Description	UNIT	Quantity	PRICE	TOTAL
Balpen Black	piece	275		
Ballpen Blue	piece	230		
Ballpen w/ Holder (BLK)	piece	55		
Bands, Rubber (Big)	box	10		
Battery, AA	piece	100		
Battery, AAA	piece	100		
Binder , Ring 1"	piece	35		
Binder, Ring 1/2"	piece	65		
Binder, Ring 3/4"	piece	50		
Book, Record 300pages	piece	15		
Book, Record 500pages	piece	18		
Book, Note (STENO)	piece	5		
Clamp, Paper 1 1/4"	box	41		
Clamp, Paper 1"	box	95		
Clamp, Paper 1/2"	box	16		
Clamp, Paper 2"	box	77		
Clamp, Paper 3/4"	box	13		
Clip Board (Plastic) Long	piece	45		
Clip, Paper (Big)	box	92		
Clip, Paper (Small)	box	92		
Columnar Notebook, 5-Columns	piece	5		
Cutter, Paper	piece	70		
Cutter, Blade Refill	box	30		
Dater Stamp	pcs	11		
Divider, File A4	pack	90		
Divider, File Long	pack	60		
Divider, File Short	pack	55		
Envelope, Brown, Long	piece	700		
Envelope, Brown, Short	piece	570		
Envelope, Brown, Expanding Long	piece	420		
Envelope, Brown, Expanding Short	piece	100		
Envelope, Mailing (White)	piece	500		
Envelope, Mailing (White) Short	piece	100		
Fastener (Metal)	box	15		
Fastener (Plastic)	box	65		
File, Arch 2" 55mm	piece	125		
File, Arch 3" Long	piece	205		
Film Laminating	roll	9		
Flag, Big 4x6	pcs	15		
Flag, Small 3x5	pcs	20		
Folder Long (White)	piece	495		
Folder Short (White)	piece	495		
Folder, Green Expanding	piece	285		
Form, Continuous 11x9-1/2, 3-ply	box	20		
Glue (Big) 225g	bot	7		
Glue (Small) 40g	bot	45		
Glue (Half Gal)	gal	1		
Holder, Certificate A4	piece	145		
Holder, Certificate Long	piece	25		

Ink, Self Inking Stamp (Black)	bot	1		
Ink, Stamp pad (Blue)	bot	6		
Ink, Stamp Pad (Black)	bot	3		
Ink, Stamp Pad (Red)	bot	1		
Ink, Whiteboard Black (Broad)	piece	1		
Ink, Whiteboard Blue (Broad)	piece	1		
Ledger, (2 columns)	piece	15		
Marker, Highlighter (Green)	piece	10		
Marker, Highlighter (Orange)	piece	13		
Marker, Highlighter (Yellow Green)	piece	23		
Marker, Highlighter (Blue)	piece	10		
Marker, Highlighter (Pink)	piece	5		
Marker, Permanent Red (Broad)	piece	15		
Marker, Permanent Black (Broad)	piece	49		
Marker, Permenent Blue (Broad)	piece	39		
Marker, Whiteboard Black (Broad)	piece	25		
Marker, Whiteboard Blue (Broad)	piece	20		
Marker, Whiteboard Red (Broad)	piece	20		
Marker, Whiteboard Green (Broad)	piece	20		
Pad, Mouse	piece	20		
Pad, Stamp #1	piece	5		
Pad, Stamp #3	piece	7		
Paper Board, Ivory, A4	pack	35		
Paper Board, Ivory, Long	pack	60		
Paper Board, Ivory, Short	pack	35		
Paper Board, White, A4	pack	60		
Paper Board, White, Long	pack	40		
Paper Board, White, Short	pack	5		
Paper Book, A3	ream	10		
Paper Book, A4	ream	254		
Paper Book, Long #20	ream	205		
Paper Book, Long #18	ream	50		
Paper Book, Short #18	ream	80		
Paper Book, Short #20	ream	202		
Paper, Carbon (Blue)	box	8		
Paper, Construction (Pink)	ream	9		
Paper, Construction (Assorted)	ream	1		
Paper, Construction (yellow/orange)	ream	10		
Paper, Construction (Blue)	ream	1		
Paper, Photo A4	pack	45		
Paper, Photo A4 (Glossy)	pack	10		
Paper, Photo Long (Glossy)	pack	10		
Paper, Sticker, Long	pack	51		
Paste	tub	25		
Pen, Sign (Black) i-gel 0.5mm	piece	149		
Pen, Sign (Black) i-gel 0.7mm	piece	109		
Pen, Sign (Blue) i-gel 0.5mm	piece	84		
Pen, Sign (Blue) i-gel 0.7mm	piece	69		
Pencil	piece	238		
Post It/Index Arrow (42mmx12mm)	pack	42		
Post It/Sticky Notes 1 1/2X 2	pack	15		
Post It/Sticky Notes 3x1	pack	22		
Post it/Sticky Notes 3x2	pack	22		
Post it/Sticky Notes 3x3	pack	20		

Post it/Sticky Notes 5x8	pack	15		
Post It/Sticky Notes 4x6	pack	20		
Post It/Sticky Notes SIGN HERE	pack	65		
Puncher	piece	12		
Push Pins	box	15		
PVC Cover, (A4), Clear	pack	1		
PVC Cover, (Long), Clear	pack	1		
Rubber, Eraser	piece	37		
Stick, Glue (Solid) 21g	piece	75		
Storage Box with Cover	pcs	18		
Tape, Correction	piece	302		
Tape, Double Sided (Green)	roll	67		
Tape, Double Sided (White)	roll	42		
Tape, Duct 2" (Gray)	roll	17		
Tape, Electrical	roll	4		
Tape, Masking 1"	roll	78		
Tape, Masking 2"	roll	52		
Tape, Masking 3"	roll	3		
Tape, Masking 4"	roll	10		
Tape, Packaging 2"	roll	100		
Tape, Scotch 1"	roll	98		
Tape, Scotch 2"	roll	78		
Tape, Scotch 3"	roll	13		
Thumb Tacks	box	10		
Wire, Staple No. 35	box	110		
Wax, Counting Machine	pcs	15		
Calculator	piece	8		
Cashbox	piece	1		
Computer Mouse	piece	7		
Document Tray (Metal) 3 Layer	piece	22		
Ruler 12"	piece	35		
Scissor	piece	72		
Stapler	piece	5		
Staple Remover, Plier Type	piece	3		
Tape, Scotch Dispenser	piece	6		

TOTAL PRICE _____