

### Annex B - Summary requirements and technical specifications.

ITEM DESCRIPTION	UNIT	UNHCR	WFP	FAO	UNICEF	UN WOMEN
Archives boxes	pcs	200	200	-	-	20
Batteries (AA) duracell or energizer	pair	100	400	-	300	15
Batteries (AAA) duracell or energizer	pair	100	400	-	300	15
Binder Clips (19mm) Metal	pkt	100	40	70	5,050	15
Binder Clips (25mm) Metal	pkt	100	40	70	50	15
Binder Clips (32mm) Metal	pkt	100	40	70	50	15
Binder Clips (41mm) Metal	pkt	50	60	70	50	15
Binder Clips (51mm) Metal	pkt	50	60	70	50	10
Binding covers Pieces (1 Box=100 pieces)	pkt	50	4	70	50	-
Binding covers Pieces- Paper (1 Box=100 pieces)	pkt	50	4	70	20	-
Binding covers Pieces-transparent plastic (1 Box=100 pieces)	pkt	50	4	70	20	-
Binding Material - Plastic rings 10mm (1Box=100 pcs)	pkt	20	2	10	20	-
Binding Material - Plastic rings 12mm (1Box=100 pcs)	pkt	20	2	10	20	-
Binding Material - Plastic rings 14mm (1Box=100 pcs)	pkt	20	2	10	20	-
Binding material - Plastic rings 16mm (1Box=100 pcs)	pkt	20	2	10	20	-

Binding Material - Plastic rings 20mm (1Box=100 pcs)	pkt	20	2	10	20	-
Binding Material - Plastic rings 22mm (1 box=50 Pcs)	pkt	20	2	10	20	-
Binding Material - Plastic rings 28mm (1 box=50 Pcs)	pkt	20	2	10	20	-
Binding Material - Plastic rings 6mm (1Box=100 pcs)	pkt	20	2	10	20	-
Binding Material - Plastic rings 8mm (1Box=100 pcs)	pkt	20	2	10	20	-
Binding system (Wire giant) 34 loops max punch 12 sheets/time max bind 150 sheets	pkt	20	4	10	20	-
Round Plastic Covered board Magnets medium size 5 Assorted Colours (Pack of 30)	pkt	20	6	10	20	3
Round Plastic Covered board Magnets large size 5 Assorted Colours (Pack of 30)	pkt	20	6	10	20	2
Box files (FILS)	pcs	200	600	110	200	60
Box files MEDIUM	pcs	200	400	20	200	20
Box files SMALL 2 RING	pcs	100	400	10	50	20
Business card: Size: 8.9 x 5.1 cm, Cartoon 300gm, two colors, and printing on both sides packet of 50	pkt	50	40		500	10
Casio Calculator MX-125 Casio MS-80B Standard Function Desktop Calculator. Solar powered	pcs	100	40	20	-	-
Casio MS-80B Standard Function Desktop Calculator. Solar powered	pcs	100	40	20	-	-
Clipboard 9" x 12-1/2",	Pcs	5	60	1	-	1
Cork board 120*90 cm	Pcs	5	10	1	-	1
Cork board 60X90 cm	Pcs	5	10	1	-	1
Cellotape (scotch )	pcs	200	100	20	200	10

Clear glue stick (Blanco) UHU	pcs	300	100	20	50	10
Correction rollerball pen (1.0 mm Ball-8ml)	Pcs	20	40	2	-	5
Correction Fluid	pcs	200	40		-	5
Cotton rolls	rolls	50	-		-	-
Desk organizer	pcs	50	60	20	-	50
Dividers assorted colours	pcs	300	400	100	50	100
Envelope Grand A3 with Logo, white or brown (pack of 250)	pkt	500	400	50	-	5
Envelopes A4 with Logo, white or brown (pack of 250)	pkt	1,000	2,000	300	500	20
Envelopes A5 with Logo, white or brown (pack of 250)	pkt	1,000	4,000	300	-	20
Envelopes A7 with Logo white or brown (pack of 250)	pkt	500	2,000	300	-	10
Eraser for paper (Gomme)	pcs	100	100	20	-	5
Eraser for white board	pcs	30	40	2	-	5
Farde à tringle (Plastic File folders) couleur bleu & Gris	pcs	1,000	1,000	300	100	-
File folders black, blue, yellow, red, white	pcs	2,000	2,000	300	200	-
Flash Desk / 256 GB sand disk, supersonic or kingston	pcs	10	20	5	5	1
Flash Desk / 128 GB sand disk, supersonic or kingston	pcs	10	20	5	5	1
Flash Desk / 16 GB sand disk, supersonic or kingston	pcs	10	20	5	5	1
Flash Desk / 64 GB sand disk, supersonic or kingston	pcs	10	20	5	5	1
Flash Desk / 32 GB sand disk, supersonic or kingston	pcs	10	20	5	5	1
Flash Desk / 8 GB sand disk, supersonic or kingston	pcs	10	20	5	5	1
Flash Desk 4 GB sand disk, supersonic or kingston	pcs	10	20	5	5	1
Flipchart paper (1roll=5pcs)	pcs	30	100	20	10	1
Flipchart stand	pcs	30	10		10	2

Glue stick (21 gr ) UHU	pcs	500	100		100	10
Heavy Duty Puncher (Big), 110-140 sheets	pcs	10	10	2	5	-
Heavy Punch 28 sheets, 40mm*80mm	pcs	40	10	2	5	5
Heavy Punch 50 sheets, 60mm hole	pcs	40	60	2	5	5
Highlighter assorted colours (pack of 6)	pkt	400	200	30	100	20
Intercalaire / Interlayer	pkt	300	200	100	50	50
Office chair. High Back Ergonomic Mesh Office Chair Adjustable Headrest Black, Solid build Armrests.ERGONOMIC high back executive office chair is easily adjusting to your needs with one touch height adjustment and tilt and lock system (150° maximum tilt angle) just via side control levers. • Sturdy 5 star base with hydraulic gas lift system can support up to 240lbs with 5 omnidirectional wheels. Overall Dimension: 23.6"Wx20.9"Dx44.5"-48.4"H Seat Color: Black Size: 18.	Pcs	20	-	10	80	-
Key Holders	pcs	200	100	100	100	25
Permanent marker (CD) Blue/red/green/black - medium size (pack of 10) SNOW MAN	pkt	50	100	20	100	3
Permanent marker (CD) Blue/red/green/black - ultra fine size (pack of 10) SNOW MAN	pkt	50	-	20	100	2
Non permanent markers for white boardBlue/red/green/black	pkt	50	100	20	50	3
Notepad (Grand format)	dzn	50	60	20	100	2
Paper Clips 33mm	boxes	300	200	70	100	50
Paper Clips 50mm	boxes	200	200	70	100	50
Paper Clips 78mm	boxes	100	100	70	100	20
Paper Clips N0 631	boxes	100	100	70	100	20
Paper Clips PC-50	boxes	200	100	70	100	20
Paper Shredder shared 12 sheets	pcs	20	-	5	-	-
Paper Shredder shared 24sheets	pcs	20	8	5	-	3
Paper tray	sets	40	60	10	-	5
Papier en carton (Couleur Bleu)	pkt	40	60	15	50	-
Pen, blue, black and red (ALLWRITE OR BALL POINT or FLAIR ZIP)	pcs	1,500	4,000	500	500	200
Pencil Sharpener (taille crayon)	pcs	200	100	20	5	-
Permanent marker –Pentel	pkt	100	400	20	20	2
Pencils	pcs	200	200	100	10	10

Pins and clips	pcs	500	400	100	50	100
Plastic Folders	pcs	500	1,000	100	100	-
Post it (Sticky Notesize 7*12 cm) 100 sheets Different Colors - high qualit DOLPHIN	dzn	100	200	50	100	25
Post it (Sticky Notesize 7*7 cm) 100 sheets Different Colors - high qualit DOLPHIN	dzn	100	200	50	50	25
Post it (Sticky Notesize 5*7 cm) 100 sheets Different Colors - high qualit DOLPHIN	dzn	100	200	50	300	25
Post it (Sticky Notesize 5*3.8cm) 100 sheets Different Colors - high qualit DOLPHIN	dzn	100	200	50	100	25
Printing papers A3 paper, 80g, 500 sheets per ream (AZHAR)	reams	500	20	-	500	25
Printing papers A4 paper, 80g, 500 sheets per ream (AZHAR)	reams	1,500	1,000	1,500	1,000	250
Coloured paper A4 paper, 80g, 500 sheets per ream (AZHAR)	reams	500	20	-	500	200
Punching machine (punch 308)	pcs	40	-	5	20	-
Punching machine (punch 408)	pcs	40	60	5	20	-
Punching machine (punch 508)	pcs	30	20	5	20	-
Punching machine Big	pcs	30	10	5	20	-
Rubber Band	boxes	200	-	-	5	-
Rubber Band - big	boxes	150	20	-	5	-
Rubber Band -small	boxes	200	20	-	5	-
Ruler	pcs	100	100	20	30	-
Scissors	pcs	200	120	20	40	5
Scotch Tape big	pcs	100	200	50	10	10
Scotch Tape magic	pcs	100	-	50	10	10
Scotch Tape magic big	pcs	100	100	50	10	5
Scotch Tape medium	pcs	100	-	50	10	10
Scotch Tape small	pcs	100	400	50	10	10
Double face adhesive tape with dispenser	pcs	100	200	50	-	5
Separators paper (packet)	pkt	300	200	50	10	100
Separators plastic (packet)	pkt	300	200	50	10	100
Short hand (Small size)	pcs	500	100	50	50	100
Sign Here	pcs	200	400	50	20	100
Signatory	pcs	100	100	80	20	10
High quality Notebook, ruled, A5 , max 50 sheet,70g/ spiral	pcs	200	600	100	100	100
High quality Notebook, A5 squared, max 50 sheets,70g spiral	pcs	200	600	100	100	100

High quality Notebook, ruled A4, max 50 sheet,70g/ spiral	pcs	200	200	100	100	100
High quality Notebook A4 squared, max 50 sheets,70g spiral	pcs	200	200	100	100	100
Stamp pad	pcs	300	10		100	100
Stamp Pad endorsing ink (black)	pcs	300	10		100	25
Stamp Pad Ink 28ml blue	pcs	300	10		100	25
Staple Remover	pcs	100	120	20	50	25
Stapler (Large size)	pcs	100	20	20	100	25
Stapler Big Size	pcs	50	100	5	50	25
Stapler Remover	pcs	200	100	20	100	25
Staplers E14	pcs	100	-	20	50	50
Staples (26/6)	boxes	200	-	20	50	20
Staples 16(24/6)	boxes	500	1,000	20	50	20
Staples N0 66/11	boxes	100	10	20	50	20
Staples N0 66/14	boxes	100	-	20	50	20
Stickers (autocollants)	pkt	10	60	2	10	10
Suspension files	pcs	500	1,000	-	50	10
Thumb Pins for board (Epingles de fixation)	boxes	100	-	20	50	50
Transparent folders (Sous chemises transparents) or Holes Clear	pcs	500	2,000	500	50	50
Trieur des dossiers (Records Sorter)	sets	200	200	50	20	50
White board (120*90)	pcs	30	8	-	30	25
White board (150*120)	pcs	30	-	-	30	10
White board (2M*1M)	pcs	30	-	-	30	10
White board (60*90)	pcs	30	10	-	30	10
Writing case - Porte document écritoire	pcs	200	40	-	10	10
Writing Pad - A4 Size	pcs	500	200	-	-	-
Writing Pad - A5 Size	pcs	300	1,000	-	-	-
White Board (120 * 240)	pcs	30	-	-	-	-
Notice Board (1m * 2m)	pcs	20	-		5	10
Notice Board (150 * 120)	pcs	20	10		5	10
Register manuscript book	pcs	300	200	20	100	25
Duplicating paper A3	pcs	20	-	-	-	-
Foam Cleaner	pcs	50	20	-	50	10
Paper Cutter A/3	pcs	10	4	-	10	10
Paper Cutter A/4	pcs	10	4	-	10	10
Stabiliser	pcs	10	-	-	10	10

Sous Main	pcs	50	-		-	20
Wooden Office Desks, MDF 1.6 cm Coated with Melamine,	Pcs	20	-	5	-	-
Zipper File A4-up to 10 Sheets	Pcs	50	100	5	-	-
Power Extension 6 Ports minimum 1800 watts	pcs	30	60	-	20	-
HP X900 Wired Mouse	Pcs	-	100	-	-	-
Cartridge HP LaserJet 14A	Pcs	30	12	-	-	10
Cartridge HP LaserJet 17A	Pcs	10	-	-	-	5
Cartridge HP LaserJet 26A	Pcs	60	80	-	-	10
Cartridge HP LaserJet 42A	Pcs	10	-	-	-	5
Cartridge HP LaserJet 53A	Pcs	10	-	-	-	5
Cartridge HP LaserJet 55A	Pcs	20	6	-	-	5
Cartridge HP LaserJet 59A	Pcs		20	-	-	5
Cartridge HP LaserJet 78A	Pcs	10	6	-	-	5
Cartridge HP LaserJet 83A	Pcs	10	6	-	-	5
Cartridge HP LaserJet 85A	Pcs	10	-	-	-	5
Cartridge HP LaserJet 87A	Pcs	100	120	-	-	15
Cartridge HP LaserJet HP 508A (CF360A)-Black	Pcs	12	20	-	-	10
Cartridge HP LaserJet HP 508A (CF361A)-Cyan	Pcs	12	20	-	-	10
Cartridge HP LaserJet HP 508A (CF362A)-Yellow	Pcs	12	20	-	-	10
Cartridge HP LaserJet HP 508A (CF363A)-Magenta	Pcs	12	20	-		10