# *ANNEX II + III:* TECHNICAL SPECIFICATIONS + TECHNICAL OFFER

**Contract title: Supply of Printing and Stationary Material p 1 /…**

**Publication reference:**  **04/CUAMM/ETH/2024**

**Columns 1-2 should be completed by the contracting authority**

**Columns 3-4 should be completed by the tenderer**

**Column 5 is reserved for the evaluation committee**

Annex III - the contractor's technical offer

The tenderers are requested to complete the template on the next pages:

* Column 2 is completed by the contracting authority shows the required specifications (not to be modified by the tenderer),
* Column 3 is to be filled in by the tenderer and must detail what is offered (for example the words ‘compliant’ or ‘yes’ are not sufficient)
* Column 4 allows the tenderer to make comments on its proposed supply and to make eventual references to the documentation

The eventual documentation supplied should clearly indicate (highlight, mark) the models offered and the options included, if any, so that the evaluators can see the exact configuration. Offers that do not permit to identify precisely the models and the specifications may be rejected by the evaluation committee.

The offer must be clear enough to allow the evaluators to make an easy comparison between the requested specifications and the offeredspecifications.

**LOT 1 –Printing Press Materials – Unit prices**

| **1.****Item number** | **2.****Specifications required** | **3.****Specifications offered** | **4.** **Notes, remarks, ref. to documentation** | **5.****Evaluation committee’s notes**  |
| --- | --- | --- | --- | --- |
| **1** | A4 copy, front and back, black and white  |  |  |  |
| **2** | A4 copy, black and white, one side |  |  |  |
| **3** | A3 copy, black and white, one side |  |  |  |
| **4** | A3 copy, front and back, black and white |  |  |  |
| **5** | Tape bond binding and 180 gram hard cover for traning manuals. |  |  |  |
| **6** | A4 size colour print and coppy. |  |  |  |
| **7** | A2 colour 250gram, water proof poster. |  |  |  |
| **12** | A3 colour 250gram, water proof poster. |  |  |  |
| **13** | A4 colour 250gram, water proof posters. |  |  |  |
| **14** | Banner 150 cm x 300 cm with rings. |  |  |  |
| **15** | Banner 100 cm x 300 cm with rings. |  |  |  |
| **16** | Banner 100 cm x 200 cm with rings. |  |  |  |
| **17** | Banner 200 cm x 200 cm with rings. |  |  |  |
| **18** | Stickers 1\*1m (1Meter square) |  |  |  |

**LOT 2 –Office Stationary Suppliers – Unit price**

| **1.****Item number** | **2.****Specifications required** | **3.****Specifications offered** | **4.** **Notes, remarks, ref. to documentation** | **5.****Evaluation committee’s notes**  |
| --- | --- | --- | --- | --- |
| **1** | Paper A4 size, 80 gm, 500 sheets Box of 5 reams |  |  |  |
| 2 |  TK-1120 Kyocera Toner Cartridge |  |  |  |
| 3 | printer cartridge 0-5A  |  |  |  |
| 4 | Printer cartridge HP 80A laser JET CF 280A |  |  |  |
| 5 | Printer cartridge HP 59 A laser JET |  |  |  |
| 6 | Printer cartridge -HP 26 A laser JET |  |  |  |
| 7 | Printer cartridge HP 17A |  |  |  |
| 8 | Printer cartridge HP 107A |  |  |  |
| 9 | Printer cartridge HP 35A |  |  |  |
| 10 | Printer cartridge Canon C-EXV 42 |  |  |  |
| 11 | Calculators - simple  |  |  |  |
| 12 | Marker parmanent, box of 12 |  |  |  |
| 13 | Graph paper  |  |  |  |
| 14 | Envelope A4, packet 1 x 100 pieces |  |  |  |
| 15 | Envelope A5, packet 1 x 100 pieces |  |  |  |
| 16 | Envelope A6, packet 1 x 100 pieces |  |  |  |
| 17 | Pencils Box of 12 |  |  |  |
| 18 | Box File, A4 size |  |  |  |
| 19 | Glu Stick 40 gr tube |  |  |  |
| 20 | Binding cloth Tape 48mm Best Quality |  |  |  |
| 21 | Binding cloth Tape 36mm Best Quality |  |  |  |
|  22 | Binding cloth Tape 24mm Best Quality |  |  |  |
| 23 | Punch Machine Fine quality, Heavy Duty, 2 hole, punch 30 sheets of 80 gm |  |  |  |
| 24 | Stapler Fine Quality, Stapel 20 sheets of 80 gm, uses staples 24/6 or 26/6 |  |  |  |
| 25 | Staples 24/6 or 26/6 |  |  |  |
| 26 | Permanent Marker Pack of 12 pcs |  |  |  |
| 27 | Board Marker(white board marker) Pack of 12 pcs |  |  |  |
| 28 | Pen 50/ Box of 50 |  |  |  |
| 29 | Sticky Note 8\*8 Box of 12 |  |  |  |
| 30 | Transparent sheet protector Pack of 100 |  |  |  |
| 31 | Note book with Calander 2024 (Agenda) |  |  |  |
| 32 | White board 80 cm x 120 cm with eraser |  |  |  |
| 33 | Binder (Clipboard) |  |  |  |
| 34 | Ohuu tube |  |  |  |
| 35 | Multi size laminator |  |  |  |
| 36 | Flip chart  |  |  |  |
| 37 | Flip chart stand  |  |  |  |
| 38 | Correction pen 7ml |  |  |  |
| 39 | Note book 5”x8" |  |  |  |
| 40 | Note book 7”x9" |  |  |  |
| 41 | Highliter box of 10 |  |  |  |
| 42 | Ruler 30 cm |  |  |  |
| 43 | Stainless stell Scisseors 8 inch |  |  |  |
| 44 | Plastic for laminator  |  |  |  |
| 45 | White board Eraser  |  |  |  |