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

**Contract title:** Supply of stationery and Printing materials  **p 1 /…**

**Publication reference:** **15/CUAMM/ETH/2025/AID012590/06/09**

**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 –Supply of Stationery materials**

| **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  Unit: Box  Quantity: 32  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 2 | Printer cartridge HP 151A  Unit: No  Quantity:10  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 3 | Printer cartridge HP 35 A laser JET  Unit: No  Quantity: 3  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 4 | Printer cartridge -HP 26 A laser JET  Unit: No  Quantity: 12  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 5 | Printer cartridge 17A  Unit: No  Quantity: 6  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 6 | Printer cartridge Canon C-EXV 42 for cannon 2224  Unit: No  Quantity: 24  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 7 | Marker parmanent,  Unit: pack of 10  Quantity: 48  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 8 | Envelope A4,  Unit: packet 1 x 100 pieces  Quantity: 10  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 9 | Envelope A5,  Unit: packet 1 x 100 pieces  Quantity: 2  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 10 | Envelope A6,  Unit: packet 1 x 100 pieces  Quantity: 2  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 11 | Pencils Box  Unit: pack  Quantity: 5  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 12 | Box File, A4 size  Unit: No  Quantity: 200  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 13 | Glu Stick 40 gr tube  Unit: No  Quantity: 100  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 14 | Binding cloth Tape 48mm Best Quality  Unit: No  Quantity: 12  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 15 | Binding cloth Tape 36mm Best Quality  Unit: No  Quantity: 12  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 16 | Binding cloth Tape 24mm Best Quality  Unit: No  Quantity: 12  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 17 | Staples 24/6 or 26/6  Unit: box of 24  Quantity: 12  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 18 | Board Marker(white board marker) Pack of 10 pcs  Unit: Pack of 10  Quantity: 24  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 19 | Pen  Unit: box of 50  Quantity: 40  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 20 | Sticky Note 8\*8  Unit: Box of 12  Quantity: 20  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 21 | Transparent sheet protector  Unit: Pack of 100  Quantity: 30  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 22 | Note book with Calander 2025 (Agenda)  Unit: No  Quantity:15  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 23 | Plastic bag  Unit: pcs  Quantity: 100  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 24 | Ohuu tube  Unit: pcs  Quantity: 24  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 25 | Flip chart  Unit: No  Quantity:40  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 26 | Correction pen 7ml  Unit: No  Quantity:50  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 27 | Note book 5”x8"  Unit: No  Quantity:240  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 28 | Note book 7”x9"  Unit: No  Quantity:48  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 29 | Highliter  Unit: box of 10  Quantity: 30  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 30 | Stainless steel ruler 12"  Unit: No  Quantity:10  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 31 | Stainless stell Scisseors 8 inch  Unit: No  Quantity:10  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 32 | External Hard disk 2TB  Unit: No  Quantity: 4  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 33 | USB Flash disk 128GB  Unit: No  Quantity:15  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 34 | Laminator Machine with Laminating Sheets A4  Unit: No  Quantity:1  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |
| 35 | **Back-UPS P1000VA -1500VA** Battery Backup  Unit: No  Quantity: 1  Delivery: CUAMM Gambella Office | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  | |

**LOT 2 –Supply of 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 | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  |
| **2** | A4 copy, black and white, one side | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  |
| **3** | A3 copy, black and white, one side | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  |
| **4** | A3 copy, front and back, black and white | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  |
| **5** | Tape bond binding and 180 gram hard cover for traning manuals.for A4 | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  |
| **6** | Tape bond binding and 180 gram hard cover for traning manuals.for A3 maximum of 100 sheets | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  |
| **7** | A4 size colour print and coppy. | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  |
| **8** | A3 hard papper printing | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  |
| **9** | Banner /m2 with rings. | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  |
| **10** | Stickers/ m2 | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  |
| **11** | Poster/ m2 | Specification offered:  Unit:  Delivery time: (TO BE FILLED) | |  | |  |