

Tender for the Supply of Stationery 2023 - 2025

GPC Code	Lot Code	Name	Description	Unit of Measure	Price	Supplier
CON_9658	Adhesives	Adhesive Putty	Sticky Putty	Each	£ 1.25	All Office Ltd
CON_9659	Adhesives	Adhesive Sticks	Twist up cartridge Medium size	Each	£ 0.60	All Office Ltd
CON_9673	Adhesives	Packing Tape	Roll Approx 50mm width x 66m length	Pack of 6	£ 6.00	All Office Ltd
CON_9683	Adhesives	Tapes	Clear tape roll one sided adhesive Approx 25mm width x 66mm length	Pack of 6	£ 4.50	All Office Ltd
CON_9569	Binding Combs & Covers	Binding Combs	Plastic size 10mm	Pack of 100	£ 6.25	All Office Ltd
CON_9570	Binding Combs & Covers	Binding Combs	Plastic size 12mm	Pack of 100	£ 7.00	All Office Ltd
CON_9571	Binding Combs & Covers	Binding Combs	Plastic size 16 mm	Pack of 100	£ 11.60	All Office Ltd
CON_9572	Binding Combs & Covers	Binding Combs	Plastic size 25 mm	Pack of 50	£ 17.00	All Office Ltd
CON_9573	Binding Combs & Covers	Binding Combs	Plastic size 32 mm	Pack of 50	£ 11.95	All Office Ltd
CON_9574	Binding Combs & Covers	Binding Combs	Plastic size 8 mm	Pack of 100	£ 5.15	All Office Ltd
CON_9575	Binding Combs & Covers	Binding Combs	Plastic size 6 mm	Pack of 100	£ 4.05	All Office Ltd
CON_9576	Binding Combs & Covers	Binding Covers	A4 back cover coloured card	Pack of 100	£ 8.40	All Office Ltd
CON_9577	Binding Combs & Covers	Binding Covers	A4 front cover clear PVC	Pack of 100	£ 8.40	All Office Ltd
CON_9579	Books	Books 2 Quire	Hard Cover, A-Z index, A4, 192 pages	Each	£ 17.35	Charles G Trico (Printers) Ltd
CON_9580	Books	Books 2 Quire	Hard Cover, non-indexed, A4, 192 pages	Each	£ 4.90	Charles G Trico (Printers) Ltd
CON_9581	Books	Books 2 Quire	Hard Cover, non-indexed, A5, 192 pages	Each	£ 3.25	Charles G Trico (Printers) Ltd
CON_9582	Books	Books 4 Quire	Hard Cover, non-indexed, A4, 384 pages	Each	£ 11.70	Charles G Trico (Printers) Ltd

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CON_9583	Boxes Storage	Box Files	Rigid A4	Each	£ 3.95	All Office Ltd
CON_9584	Boxes Storage	Boxes	Storage Archive A4 - 3400 x 4400 x 2600mm (flat Packed)	Pack of 10	£ 45.00	All Office Ltd
CON_9585	Boxes Storage	Boxes	Storage Archive A4 (with 5" capacity)	Pack of 10	£ 10.80	All Office Ltd
CON_9662	Clipboards	Clipboards	To use with A4 sheets	Each	£ 1.75	All Office Ltd
CON_9586	Clips	Clips Bulldog	Metal, Large 75mm	Pack of 10	£ 8.45	Charles G Trico (Printers) Ltd
CON_9587	Clips	Clips Bulldog	Metal,Medium 51mm	Pack of 10	£ 3.80	Charles G Trico (Printers) Ltd
CON_9588	Clips	Clips Bulldog	Metal,Small 25mm	Pack of 10	£ 1.90	Charles G Trico (Printers) Ltd
CON_9589	Clips	Foldback Clips	Binder Clips, Metal,19 mm Black	Pack of 10	£ 0.40	Charles G Trico (Printers) Ltd
CON_9590	Clips	Foldback Clips	Binder Clips, Metal,32 mm Black	Pack of 10	£ 0.85	Charles G Trico (Printers) Ltd
CON_9591	Clips	Foldback Clips	Binder Clips, Metal,41mm Black	Pack of 10	£ 1.25	Charles G Trico (Printers) Ltd
CON_9592	Clips	Foldback Clips	Binder Clips, Metal,51 mm Black	Pack of 10	£ 1.95	Charles G Trico (Printers) Ltd
CON_9663	Company Seals (Red Self-Adhesive)	Company Seals	Red Self-Adhesive, round, serrated edge	Pack of 100	£ 1.95	Beacon Press
CON_9664	Correction Fluid	Correction Fluid	Bottle with integral mixing ball	Each	£ 0.53	Beacon Press
CON_9665	Corrector Rollers	Corrector Rollers	Tape Approx 5 mm width x 5m length	Each	£ 0.52	All Office Ltd
CON_9666	Dividers (coloured)	Dividers	Multi punched card dividers, set of 10 , assorted colours	Pack of 10	£ 0.63	Beacon Press
CON_9667	Dividers (Indexed)	Dividers	Multi punched plastic dividers, A-Z, one colour	Pack A-Z	£ 1.94	Beacon Press
CON_9650	Dockets/Wallets	Document Wallets	A4, wallet file with flap, heavyweight card.	Pack of 50	£ 13.00	All Office Ltd

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GPC Code	Lot Code	Name	Description	Unit of Measure	Price	Supplier
CON_9668	Document Envelopes	Document Envelopes	Clear plastic self adhesive A4 (210 x 297mm)	Pack of 100	£ 16.34	Beacon Press
CON_9669	Drawing Pins	Drawing pins	Round flat head, approx 10mm diameter	Pack of 50	£ 0.85	Charles G Trico (Printers) Ltd
CON_9603	Endorsing Ink & Stamp Pads	Ink Endorsing	Bottle, Black	Each	£ 0.80	All Office Ltd
CON_9604	Endorsing Ink & Stamp Pads	Ink Endorsing	Bottle, Red	Each	£ 0.80	All Office Ltd
CON_9605	Endorsing Ink & Stamp Pads	Stamp Pads	Black Large (126 x 81mm)	Each	£ 2.25	All Office Ltd
CON_9606	Endorsing Ink & Stamp Pads	Stamp Pads	Red Small (110 x 76mm)	Each	£ 1.90	All Office Ltd
CON_9670	Erasers Ink/Pencil	Erasers	Combination eraser for Ink/Pencil	Each	£ 0.20	Charles G Trico (Printers) Ltd
CON_9671	Fasteners	Fasteners	Two-piece filing clip 50mm capacity for holding two-holed punched paper	Pack of 50	£ 1.50	Charles G Trico (Printers) Ltd
CON_10858	Files	Foolscap Folders	Square Cut Card Folder foolscap Buff Colour	Pack of 100	£ 10.50	All Office Ltd
CON_9607	Files	Arch Lever Files	2 Ring, A4 , Black and Assorted Colours	Each	£ 2.10	All Office Ltd
CON_9608	Files	Arch Lever Files	2 Ring, A5 , Upright, Black	Each	£ 3.75	All Office Ltd
CON_9609	Files	Binders	2 Ring, A4 , Black and Assorted Colours	Each	£ 1.20	All Office Ltd
CON_9610	Files	Suspension Files	Foolscap, with snap on tabs	Pack of 50	£ 32.62	All Office Ltd
CON_9611	Files	Suspension Files	Foolscap - 30mm Squared Base with snap on tabs	Pack of 50	£ 52.00	All Office Ltd
CON_12195	Files	Clip Files	Non reflective presentation file with sliding clip, Assorted colours, approx 25 sheet capacity Size 220x310x5	box of 25	£ 17.00	All Office Ltd
CON_9612	Index tabs, Labels & Self Adhesive Notepads	Index Tabs small	12mm wide transparent assorted colours (removable)	Each	£ 1.10	All Office Ltd
CON_9613	Index tabs, Labels & Self Adhesive Notepads	Index Tabs standard	25mm wide transparent assorted colours (removable)	Each	£ 1.60	All Office Ltd

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GPC Code	Lot Code	Name	Description	Unit of Measure	Price	Supplier
CON_9614	Index tabs, Labels & Self Adhesive Notepads	Labels	Printer white multipurpose 105 x 35mm, 16 per sheet	Pack of 100	£ 10.00	All Office Ltd
CON_9615	Index tabs, Labels & Self Adhesive Notepads	Self Adhesive Note Pads	Sticky notes, Large	Each	£ 0.49	All Office Ltd
CON_9616	Index tabs, Labels & Self Adhesive Notepads	Self Adhesive Note Pads	Sticky notes, Medium	Each	£ 0.35	All Office Ltd
CON_9617	Index tabs, Labels & Self Adhesive Notepads	Self Adhesive Note Pads	Sticky notes, Small	Pack of 3	£ 0.45	All Office Ltd
CON_10857	Laminating Pouches	Laminating Pouches	Small gloss finish, clear, Size 65mm x 95mm	Pack of 100	£ 3.45	Beacon Press
CON_9672	Laminating Pouches	Laminating Pouches	Clear, Size A4 - 125 microns	Pack of 100	£ 9.50	Beacon Press
CON_9619	Markers	Highlighters	Fluorescent pens, assorted colours	Each	£ 0.40	All Office Ltd
CON_9620	Markers	Markers	Flipchart waterbased, bullet-tipped (assorted colours)	Pack of 4	£ 2.00	All Office Ltd
CON_9621	Markers	Markers	Permanent bullet-tipped	Pack of 10	£ 4.75	All Office Ltd
CON_9622	Markers	Markers	Permanent Thin-tipped (1.5-2mm)	Pack of 12	£ 3.60	All Office Ltd
CON_9623	Markers	Markers	White Board, Dry-wipe, bullet-tipped, (assorted colours)	Pack of 4	£ 2.20	All Office Ltd
CON_10856	Multipurpose Labels	Multipurpose Labels	A4 - 4 Labels per Sheet, White	Pack of 100	£ 7.50	Charles G Trico (Printers) Ltd
CON_12194	Multipurpose Labels	Address labels	Self Adhesive address labels on Rolls, 250 labels per roll (89mm x 36mm)	Each	£ 1.60	Charles G Trico (Printers) Ltd
CON_9624	Notebooks & Pads	Counsel Notebooks	Counsel Notebooks, A4, perforated	Each	£ 1.20	All Office Ltd
CON_9625	Notebooks & Pads	Notebook	Memo 155 x 96mm faint rule, 64 pages	Each	£ 0.20	All Office Ltd
CON_9626	Notebooks & Pads	Notebook – Police	Notebook – Police	Each	£ 4.00	All Office Ltd
CON_9627	Notebooks & Pads	Pads Flipchart	A1 594 x 941mm, 80gsm bleed resistant paper mim 40 sheets per pad	Packs of 5	£ 5.85	All Office Ltd

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GPC Code	Lot Code	Name	Description	Unit of Measure	Price	Supplier
CON_9628	Notebooks & Pads	Pads Refill	Feint Ruled A4 (200 sheets)	Each	£ 2.75	All Office Ltd
CON_9629	Notebooks & Pads	Pads Refill	A4 (80 sheets)	Each	£ 1.05	All Office Ltd
CON_9630	Notebooks & Pads	Pads Shorthand Spiral	Feint Ruled 150 sheets 200 x 130mm approx size	Pack of 12	£ 6.00	All Office Ltd
CON_9674	Paper Blotting White	Paper Blotting	White sheets 450 x 580mm approx	Pack of 5	£ 3.10	Beacon Press
CON_9631	Paper Clips	Paper Clips	Metal plain, silver 76 mm	Pack of 100	£ 3.30	All Office Ltd
CON_9632	Paper Clips	Paper Clips	Metal plain, silver 50 mm	Pack of 100	£ 0.90	All Office Ltd
CON_9633	Paper Clips	Paper Clips	Metal plain, silver 33 mm	Pack of 100	£ 0.40	All Office Ltd
CON_9634	Paper Clips	Paper Clips	Metal plain, silver 27 mm	Pack of 100	£ 0.32	All Office Ltd
CON_9635	Paper Fax, Listing & Music Ruled	Listing Paper	Plain A3 Non-perforated	Pack of 2000	£ 39.00	Charles G Trico (Printers) Ltd
CON_9638	Paper Fax, Listing & Music Ruled	Paper Ruled	Double Sheets A4	Each	£ 16.95	Charles G Trico (Printers) Ltd
CON_9675	Paper Wrapping Brown	Paper Wrapping	Roll 1m wide x 10m long	Each	£ 3.89	Beacon Press
CON_9676	Pencils	Pencils	Lead HB	Pack of 12	£ 1.08	All Office Ltd
CON_9640	Pens	Pens	Ball Point (Black)	Pack of 50	£ 3.60	Charles G Trico (Printers) Ltd
CON_9641	Pens	Pens	Ball Point (Blue)	Pack of 50	£ 3.60	Charles G Trico (Printers) Ltd
CON_9642	Pens	Pens	Ball Point (Red)	Pack of 50	£ 3.60	Charles G Trico (Printers) Ltd
CON_9643	Pens	Pens	Needlepoint Rollerball 0.7 tip Gel Ink (Black)	Pack of 12	£ 6.75	Charles G Trico (Printers) Ltd
CON_9644	Pens	Pens	Needlepoint Rollerball 0.7 tip Gel Ink (Blue)	Pack of 12	£ 6.75	Charles G Trico (Printers) Ltd

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GPC Code	Lot Code	Name	Description	Unit of Measure	Price	Supplier
CON_9645	Pens	Pens	Needlepoint Rollerball 0.7 tip Gel Ink (Red)	Pack of 12	£ 6.75	Charles G Trico (Printers) Ltd
CON_9646	Plastic Wallets	Plastic Wallets	Reinforced and multi punched, top opening, A4 size,	Pack of 100	£ 2.99	Charles G Trico (Printers) Ltd
CON_9647	Plastic Wallets	PVC Folder	Open Top & Side, Thumb hole on Long edge, Foolscap	Pack of 100	£ 5.75	Charles G Trico (Printers) Ltd
CON_9648	Plastic Wallets	Plastic Pocket Folders	A4 with press stud closure, assorted colours	Each	£ 0.50	Charles G Trico (Printers) Ltd
CON_12197	Project Folder	Project Folder	A4 Red, Polypropylene with clear front cover, standard 8 cm, 2-bar prong mechanism for punched papers	Pack of 25	£ 8.25	Beacon Press
CON_12198	Project Folder	Project Folder	A4 White, Polypropylene with clear front cover, standard 8 cm, 2-bar prong mechanism for punched papers	Pack of 25	£ 8.25	Beacon Press
CON_12199	Project Folder	Project Folder	A4 Blue, Polypropylene with clear front cover, standard 8 cm, 2-bar prong mechanism for punched papers	Pack of 25	£ 8.25	Beacon Press
CON_9651	Punchers, Staplers & Staples	Puncher	1-Hole (Capacity 20-25 pages)	Each	£ 4.85	Charles G Trico (Printers) Ltd
CON_9652	Punchers, Staplers & Staples	Puncher	2-Hole standard size - 10 sheets	Each	£ 1.99	Charles G Trico (Printers) Ltd
CON_9653	Punchers, Staplers & Staples	Staplers	Heavy Duty for use with 23/14mm staples CON_9657S - 100 Sheets	Each	£ 13.50	Charles G Trico (Printers) Ltd
CON_9654	Punchers, Staplers & Staples	Staplers	Standard for use with 26/6mm staples CON_9656	Each	£ 2.25	Charles G Trico (Printers) Ltd
CON_9655	Punchers, Staplers & Staples	Staple Remover	Staple Remover, steel jaws, extra wide plastic finger grip	Each	£ 0.42	Charles G Trico (Printers) Ltd
CON_9656	Punchers, Staplers & Staples	Staples	26/6 (Standard) Suitable for GPC 9654	Pack of 5000	£ 1.15	Charles G Trico (Printers) Ltd
CON_9657	Punchers, Staplers & Staples	Staple	23/14 (Heavy Duty) Suitable for GPC 9653	Pack of 4000	£ 6.75	Charles G Trico (Printers) Ltd
CON_9677	Red Tape	Red Tape	10mm x 30m (Legal Ribbon)	Each	£ 12.62	Beacon Press
CON_9660	Rubber Bands	Bands rubber	Large 150mm approx, 500g	Each	£ 5.99	Beacon Press
CON_9661	Rubber Bands	Bands rubber	Medium 100mm approx, 1000g	Each	£ 5.99	Beacon Press

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GPC Code	Lot Code	Name	Description	Unit of Measure	Price	Supplier
CON_9678	Rulers	Rulers	12" Plastic (Shatterproof)	Each	£ 0.35	Charles G Trico (Printers) Ltd
CON_9679	Scissors	Scissors	Multipurpose Stainless Steel with Plastic Comfort Grip	Each	£ 0.95	Beacon Press
CON_9680	Sharpeners	Sharpeners	Pencil (Single Hole Metal)	Each	£ 0.24	Charles G Trico (Printers) Ltd
CON_9681	Slide Binders	Slide Binders	Plastic, A4 size, 10mm capacity, Black	Pack of 25	£ 8.65	All Office Ltd
CON_9682	Slide Binders	Slide Binders	Plastic, A4 size, 6mm capacity, Black	Pack of 50	£ 13.45	All Office Ltd
CON_11437	Till Rolls	Till Rolls Receipt Printer	Thermal 80mm x 60mm	Each	£ 0.90	All Office Ltd
CON_11234	Till Rolls	Till Rolls Streamline	Thermal 57mm x 40mm	Each	£ 0.40	All Office Ltd
CON_9685	Trays	Trays	Plastic Letter Tray A4 (inc risers) Approx size 65 x 255 x 368mm	Pack of 3	£ 9.75	Charles G Trico (Printers) Ltd
CON_9686	Treasury Tags	Treasury Tags	5" Green cord (Plastic Tipped)	Pack of 100	£ 2.40	All Office Ltd
CON_12196	CD/DVD Envelopes	CD/DVD Envelopes	Gummed, Paper CD Envelopes, clear and white, envelope sleeves with plastic window for easy identification	Pack of 50	£ 2.20	Charles G Trico (Printers) Ltd