



# KAGUMU DEVELOPMENT ORGANIZATION (KADO)

## QUOTATION FORM FOR ASSORTED STATIONARY

Name of the firm filling in quotation -----

Address -----

Email -----

S/N	Item Description	Unit	quantity	rate
1	Lotatrim photocopying papers	Ream	one	
2	Note Books	Dozen	one	
3	Flip Chart (50 Pages )	Ream	one	
4	Bic Pens	Packet	one	
5	Nice Clear Bags	Dozen	one	
6	Permanent Markers	Packet	one	
7	Kangaroo Staple Wires	Packets	one	
8	14A Computer Cartridge	No	one	
9	Photocopier Ink	Packet	one	
10	3 Quire Counter	Books	one	
11	Payment Voucher Books	Books	one	
12	Box Files	Number	one	
13	Office Glue	Liter	one	
14	Printer ink (powder) 1012 series	Bottle 500mls	One	
15	Staple wires	Packet	One	
16	Flip charts	Ream (30)leaf	One	
17	Masking tape	Roll	One	
18	Staple wires	packet	One	
20	Name tags	Piece	One	

Quotations valid for -----days

*Quotation form to be obtained from KADO offices in Kibuku District and Dokolo Town Council. Please attach the required documents as per the advertisement*

**Prepared by**

**Name ----- title -----**

**-**

**Sign-----Official Stamp and Date -----**

***Quotation form to be obtained from KADO offices in Kibuku District  
and Dokolo Town Council. Please attach the required documents as  
per the advertisement***