



**Amani Orphans and Widows
Welfare Services Inc.**

Building Hopes, Recovery and Resilience

+211 (0) 918 555 566

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www.amani-ss.org

Wadi Be'sor Compound, Jebel Lemon,
Sherikat Juba – South Sudan

GROUP 1: General Supply of Goods

Tender	Prequalification for Supply of Stationery	Supplementary Details
Tender A	<p>General Office Stationery List:</p> <ol style="list-style-type: none"> Writing Instruments: <ul style="list-style-type: none"> Ballpoint pens Gel pens Mechanical pencils Highlighters Markers (permanent and dry-erase) Paper Products: <ul style="list-style-type: none"> Printer paper (A4, letter size) Notepads Sticky notes Index cards Envelopes (various sizes) Folders and Binders: <ul style="list-style-type: none"> File folders (manila, colored) Presentation folders Binders (3-ring, with dividers) Document sleeves Organization Supplies: <ul style="list-style-type: none"> Stapler and staples Paper clips Binder clips Rubber bands Tape (transparent, masking, double-sided) Desk Accessories: <ul style="list-style-type: none"> Desk organizer Sticky note dispenser Rulers Scissors Labels and Tags: <ul style="list-style-type: none"> Label maker or label sheets Name tags Shipping labels Miscellaneous: <ul style="list-style-type: none"> Whiteboard and markers Flip chart pads Correction fluid or tape Calculator 	For Prequalification Selection List



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	<ul style="list-style-type: none"> Business cards 	
Tender B	<p>Kitchen Utilities List</p> <ol style="list-style-type: none"> Cooking Equipment: <ul style="list-style-type: none"> Electric kettle Coffee maker Blender Utensils: <ul style="list-style-type: none"> Plates (dinner and side) Bowls Cutlery (forks, knives, spoons) Serving spoons Tongs Glassware: <ul style="list-style-type: none"> Mugs Glasses (water, coffee) Food Storage: <ul style="list-style-type: none"> Food containers (various sizes) Cling film and aluminium foil Cleaning Supplies: <ul style="list-style-type: none"> Dish soap Sponges or scrubbers Paper towels Trash bags 	For Prequalification Selection List
	<p>Toiletries List</p> <ol style="list-style-type: none"> Personal Hygiene: <ul style="list-style-type: none"> Hand soap Hand sanitizer First Aid Supplies: <ul style="list-style-type: none"> Band-aids Antiseptic wipes Pain relievers (e.g., ibuprofen) Miscellaneous: <ul style="list-style-type: none"> Toilet paper Tissues 	



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