

Specification - procedure PRC\_07\_2024

No.		quantity	unit of measure	specification
1	tissue paper - various mix colors	12	set	
2	office punch	2	piece	material metal, plastic Maximum number of punched sheets 25 Number of holes 2-hole Punch type office
3	decorative punches	10	piece	motif: various (e.g. leaf, heart, butterfly, star, etc.) Built-in protection for cut out elements Motif diameter: 1.6 cm To be used on paper thickness: 80 - 160 g/m2
4	ID badge case	60	piece	Rigid cover for plastic cards and business cards Dimensions 9.2 x 5.9 cm Plexiglass transparent ID badge
5	laminating foil	4	packaging	Number of pieces in the package: 100 Foil format: A4 Thickness [micro]: 80
6	paper guillotine	2	piece	A4 office guillotine with automatic paper clamping, equipped with a tabletop measuring 310x250 mm; for cutting cardboard and thin sheet metal. Standard format templates on worktops. It allows you to cut up to 12 sheets of 70g paper at a time, the maximum cutting length is 310 mm.
7	hot glue (spare cartridges)	40	packaging	set of 10 pieces of hot glue, length 20 cm. Glue diameter 8 mm.
8	universal adhesives	30	piece	Universal liquid glue, 120 g
9	A4 envelopes 100 pieces	1	packaging	WHITE ENVELOPE C4 / A4 - 100 pcs. white C4 envelopes size: 229x324mm weight: 80g/m2 color: white set of 100 pcs.
10	T-shirts 100 pieces	1	packaging	pea-colored document sleeves open at the top, reinforced edge, economical, made of soft polypropylene foil, suitable for A4 documents number of holes for attaching: 11 format: A4 size: 230x305mm 100 pieces in a foil package thickness: 30 microns
11	dry erase markers	2	set	set of 4 dry-erase markers with sponge Pen colors: black, red, green and blue
12	scissors	50	piece	Metal scissors with plastic handle - length 16.5 cm
13	A4 offer sheets 25 pcs	10	packaging	rigid PVC offer sheet A4, 25 pieces Features: - format: A4 - made of stiff, transparent PP 150µ foil - side cutout makes it easier to insert documents - has rounded corners - classic opening in L - package contains 25 pcs.
14	B2 pencil	30	piece	hardness B2
15	diploma paper (100 sheets/pack)	5	packaging	color: white Type: satin Format: A4 Sheet dimensions: 210 x 297 mm Weight: 200 g/m2 Compatible with: laser printers inkjet printers photocopiers Paper made of FSC-certified raw material Number of sheets: 100
16	sticker paper	3	packaging	Self-adhesive A4 paper for all types of printers - 100 sheets Brand: RF, Weight: 70 g/m <sup>2</sup> , Dimension: A4, Color: white, Type: matte, Type: quick-drying, Number of sheets: 100 / RF
17	colored paper	30	piece	A5 format Glossy colored paper in 8 colors: yellow, orange, red, green, blue, black, gold and silver.
18	technical colored paper	15	piece	Colored technical paper, school office A4, 30 sheets, 170 g/m2
19	gray wrapping paper	2	packaging	kraft wrapping paper in sheets with a weight of 70g and a format of 100x125 mm, pack of 50 sheets
20	xerox paper	14	ream	format: A4 Weight [g/m2]: 80 Number of sheets: 500 Type: Printer paper Surface type: Matte
21	xerox paper	1	ream	format: A4 Weight [g/m2]: 160 Number of sheets: 500 Type: Printer paper Surface type: Matte
22	hot glue gun	30	piece	power: 10 W Cable length - 110 cm Glue diameter: 8 mm Length of one stick: 50 mm
23	adhesive tape	5	packaging	thickness 40 microns tape size: 18 x 20 post: 8 pcs
24	wide adhesive tape	5	piece	packing tape 150 m x 48 mm, colorless acrylic
25	upholstery stapler	1	piece	metal upholstery stapler 4-14mm for staples
26	poster paint	5	packaging	poster paints mix. 12 colors x 10ml
27	gold paint	8	piece	water-based paint with semi-liquid consistency does not require dilution with water for painting on paper, cardboard, wood volume: 1 l color: metallic gold
28	set of school brushes	10	set	glue paint brushes, 6 pieces, mix of sizes