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PanSALB
 PAN SOUTH AFRICAN LANGUAGE BOARD

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STATIONARY, CLEANING MATERIAL, REFRESHMENTS, CROCKERY AND CUTLERY REQUEST LIST

STATIONARY			
1.	Pantel-Superb BK 77 Black Pens	8 boxes	
2.	Pencils	4 boxes	
3.	Pentel – Correction Pen	20	
4.	Highlighters – 6 pack	12	
5.	PrimeLine – Punch	4	
6.	Croxley Desk Refill White Paper – 100 pieces	10	LEKGOTLA LA DIPHELO HA MOKA TSA AFRIKA BORWA Tshaba sa tso i diphele bak o tso
7.	PrimeLine Po-up Page Marker	40	LEKGOTLA LA DIPHO TSHOMLE TSA AFRIKA BORWA Tshaba sa le seng sa gum tse ngata
8.	Post-it Noen Notes	20	LEKGOTLA LA DIPHO TSHOMLE TSA AFRIKA BORWA Tshaba sa le seng sa le diphele bak o tso
9.	PrimeLine – Paper Clips – SL & Giant	12	LEKGOTLA LA DIPHO TSHOMLE TSA AFRIKA BORWA Tshaba sa le seng sa le diphele bak o tso
10.	Staple Remover	5	LEKGOTLA LA DIPHO TSHOMLE TSA AFRIKA BORWA Tshaba sa le seng sa le diphele bak o tso
11.	Staples	12	LEKGOTLA LA DIPHO TSHOMLE TSA AFRIKA BORWA Tshaba sa le seng sa le diphele bak o tso
12.	White Printing Papers – A4 -500 Sheets	20 boxes	LEKGOTLA LA DIPHO TSHOMLE TSA AFRIKA BORWA Tshaba sa le seng sa le diphele bak o tso
13.	Green, Pink & Yellow printing papers	2 boxes	LEKGOTLA LA DIPHO TSHOMLE TSA AFRIKA BORWA Tshaba sa le seng sa le diphele bak o tso
14.	White & yellow Board papers – 100 sheets	2 each	LEKGOTLA LA DIPHO TSHOMLE TSA AFRIKA BORWA Tshaba sa le seng sa le diphele bak o tso
15.	A4 Envelopes	2 boxes	LEKGOTLA LA DIPHO TSHOMLE TSA AFRIKA BORWA Tshaba sa le seng sa le diphele bak o tso
16.	Telephone messages book	3 books	LEKGOTLA LA DIPHO TSHOMLE TSA AFRIKA BORWA Tshaba sa le seng sa le diphele bak o tso
17.	Eraser	12	LEKGOTLA LA DIPHO TSHOMLE TSA AFRIKA BORWA Tshaba sa le seng sa le diphele bak o tso
18.	Desk Sharpener	4	LEKGOTLA LA DIPHO TSHOMLE TSA AFRIKA BORWA Tshaba sa le seng sa le diphele bak o tso

19.	Pritt	12
20.	Prestik	12
21.	Croxley – Board Dividers	20 packs
22.	Suspension Files	3 packs
23.	Masonite Clipboard	2
24.	Counter Books A4 192 pages	12
25.	Examination pads	12
26.	PanSALB Stamp	2
27.	Packaging tape	10
28.	Binding covers – clear sheet	100
29.	Binding elements 10, 16 & 20 mm	1 box each
30.	8 ways adaptor	4
31.	Extension codes 5m	3
32.	Laminating machine	1
33.	Papers for printing certificates	4 boxes
34.	Heavyweight a4 files	2 boxes
CLEANING MATERIAL		
35.	Sunlight dishwashing liquid	15
36.	Domestos	15
37.	Handy andy	10
38.	Window cleaner	10
39.	Window cleaner stick	1
39.	Furniture polish	15
REFRESHMENTS		
40.	Jacob's coffee	10

42.	Rooibos tea	4 packs of 80
43.	3 x cremora milk	6 x 1kg
44.	Sugar sachets - brown	3 boxes 5kg
45.	Five roses	2 x packs of 80
46.	Serviettes pack of 100	4
CROCKERY & CUTLERY		
47.	Cups	12
48.	Saucers	12
49.	Coffee mugs	12
50.	Water Jug	X 2
51.	Cutlery – fork, knife, spoons, and teaspoons	12 each