

### **OFFICE EQUIPMENT STORE**

<b>Sl. No</b>	<b>Name of Office eqpts</b>	<b>Entitlement</b>	<b>Scale</b>	<b>Minimum life</b>	<b>Remarks</b>
1.	Bicycle	Section	As per functional requirement	10 yrs \$	
2.	Calculator	Section	As per functional requirement	- \$	
3.	Duplicator (Manual)	Section	As per functional requirement	- \$	Further issue to be stopped
4.	Typewriter		Not being issued now	15 Yrs	
5.	Lamination Machine/Document Binding Machine	Section	As per functional requirement	05 years	
6.	Overhead Projector	Conf Room/Briefing Room. Trg Room	As per functional requirement	05 years	
7.	Shredding Machine	Section/Officer	As per functional requirement	08 years	
8.	Photostat Machine	Section	As per functional requirement	08 Yrs	
9.	Telephone instrument for intercom	Section/Officer	As per functional requirement	05 years	
10	Television	Maj Gen & above	As per functional requirement	05 years	With specific concurrence of MoD (Fin)
11	VCR		Not being issued	05 years	-do-
12	Voltage Stabilizer	Section	As per functional requirement	05 years	
13	Weighing Machine	Section	As per functional requirement	05 years	
14	Door Frame metal detector	For Security office	As per functional requirement	05 Years	
15	Hand Held Metal Detector	For Security Office	As per functional requirement	05 Years	
16	Electronic Typewriter		Not being issued now	05 years	
17	Computers (UPS, Printer etc)	Section/Officer	As per functional requirement	05 years	
18	Punching & Binding Machine	Section	As per functional requirement	05 years	
19	Table Fan	Section/Officer	As per functional requirement	05 years	

20	Air Conditioners	Maj Gen and above	As per Space	05 Yrs \$	Others to be considered as per instructions/guidelines of Dte of Estates
21	Food Warmer	Section/Offr	As per functional requirement	05 years	
22	Refrigerator	Maj Gen/equivalent & above, Conf room/Ops room/Trg room	As per functional requirement		
23	Radiant Heater	Maj Gen & above	Upto 2(depending upon room size)	05 years	
24	Tea/Coffee Machine	Sections doing night duty		05 years	
25	Pedestal Fan	Section/Offrs	As per functional requirement	10 years	
26	Heat Convector	Col & above	One	03 years	
27	Wax Sealing Machine	Section	As per functional requirement	05 years	
28	Heaters	Section/Offrs below Col	As per functional requirement	03 years	
29	Gestetner Machine	Section	As per functional requirement	08 years	
30	Duplo Machine	Section	As per functional requirement	08 years	
31	Ressograph Machine & Digital duplicator machine	Section	As per functional requirement	08 years	
32	LCD Projector and remote control screen	Conf Room/Trg Room/Ops room	As per functional requirement	10 years	
33	Wireless set	Security Office	As per functional requirement	05 years	

1. \$ After becoming BER, to be condemned by Board of Officers headed by any officer of the rank of Lt Col/equivalent or above.
2. Items are issued subject to availability of funds.

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	<b>Name of the Eqpt</b>	<b>Entitlement</b>	<b>Scale</b>	<b>Minimum life</b>	<b>Remarks</b>
1	Addrssograph checking machine	Section	Not being issued now	\$	
2	Addrssograph machince Model Q22000	Section	Not being issued	\$	
3	Addressograph machine Accessories	Section	Not being issued	\$	
4	Block	Section	Not being issued	\$	
5	Model 2R Tray	Section	Not being issued	\$	
6	Addressing Machine (Adrena)	Section	Note being issued	\$	
7	Adrena Plate Lowller machine	Section	Not being issued	\$	
8	Bradma Machine (Embossing)	Section	Not being issued	\$	
9	Bradma Embossing Machine (Model-1620)	Section	Not being issued	\$	
10	Bradma Machine (Printing)	Section	Not being issued	\$	
11	Bradma Electro Printing Machine (M-1950)	Section	Not being issued	\$	
12	Model 3 R Tray for Bradma Machine	Section	Not being issued	\$	
13	Model 2 R Bradma Cabinets	Section	Not being issued	\$	
14	Kilborn PS-21M Document Binding Machine	Section	As per functional requirement	05 years	
15	Duplicator Premier	Section	As per functional requirement	05 years	
16	Dynmo Machine/Lettro Hand	Section	Not being issued		
17	Hand Drier	Sanitary staff	Not being issued	\$	
18	Laminated Card & Punching Machine	Section	As per functional requirement	\$	
19	Land Identification System with Acc	Section	Not being issued	\$	
20	Laminating Machine	Section	As per functional requirement	\$	
21	Microfilming Mach.	Section	Not being issued	\$	
22	Paper Cutter	Section	As per functional requirement	\$	
23	STD Disconnecter	Section	Not being issued	\$	
24	Slide Projector	Section	As per functional	\$	

			requirement		
25	Sound Projector	Section	As per functional requirement	\$	
26	Scrubbing with vacuum cleaner	Sanitary	Not being issued	\$	To be issued to COAS/VCOAS/DCOAS as an experiment
27	Head Gear set Tele	Telephone exchange	Not being issued	\$	
28	Telephone Push button	Section/Offr	Not being issued	\$	
29	SLIC Card for EPABX exchange	Tele Exchange	Not being issued	\$	
30	Single Unit Regular Rate Battery charger	Section	Not being issued	\$	
31	Voltage Stablizer	Section	As per functional requirement	\$	
32	Walky Talky	Security office	As per functional requirement	05 years	
33	Word Processor	Section	As per functional requirement	\$	
34	Plug Wire	Section	As per functional requirement		
35	Ultrasonic Rodent Repeller	Section	As per functional requirement		
36	Postal Franing Machine (Kilburn)	Section	Not being issued	\$	
37	Fax Machine	Offrs	As per functional requirement	\$	

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<b>S No</b>	<b>Name of the Eqpt</b>	<b>Entitlement</b>	<b>Scale</b>	<b>Remarks</b>
1	Cycle Tyre	Section	As per functional requirement	
2	Cycle Tube	Section	As per functional requirement	
3	Fax Roll	Section	As per functional requirement	
4	Lamination Roll 12,18 and 25"	Section	As per functional requirement	
5	Ressograph Ink and Muster Roll	Section	As per functional requirement	
6	Duplo Ink and Muster Roll	Section	As per functional requirement	
7	Computer Printer Cartridge	Section	As per functional requirement	
8	Computer Printer Ribbon	Section	As per functional requirement	
9	Blank CDs	Section	As per functional requirement	
10	Blank Floppy	Section	As per functional requirement	
11	Gestetner Muster Roll	Section	As per functional requirement	
12	Gestetner Ink	Section	As per functional requirement	
13	Slide Sheet	Section	As per functional requiremet	

**Appendix 'B' Part-IV** to  
 JS (Trg) & CAO's letter No.  
 A/31668/Stores/CAO/SM-I  
 Dated 15 Sep 2004

## OFFICE EQUIPMENT STORE

<b>S No</b>	<b>Name of the Eqpt</b>	<b>Entitlement</b>	<b>Scale</b>	<b>Remarks</b>
1.	Glass sleeve 6mm	Elect Wksp	As per functional requirement	All items to be treated as consumables
2.	Soldering paste	-do-	-do-	
3.	Brass bush for sunflower	-do-	-do-	
4.	Mobil oil	-do-	-do-	
5.	Long Bar Element with Nuts 10"	-do-	-do-	
6.	Motor Complete (admiral)	-do-	-do-	
7.	Rubber bush with part for sun drum	-do-	-do-	
8.	Screw self Taping 8x3/4"	-do-	-do-	
9.	Screw Self Taping 6X3/4"	-do-	-do-	
10.	Copper wire (1x8"x1 1/4"	-do-	-do-	
11.	H core cable H Duty 70/76 (91-44)	-do-	-do-	
12.	Self Tapping Screw 6x1"	-do-	-do-	
13.	Self Tapping screw	-do-	-do-	
14.	Self tapping screw 4X 1/2"	-do-	-do-	
15.	Washer 8X 3/4"	-do-	-do-	
16.	Washer 6X 3/4"	-do-	-do-	
17.	Twin wire double insulated 23/76	-do-	-do-	
18.	Three pin plug 15 amp	-do-	-do-	
19.	Three pin plug 5 amp	-do-	-do-	
20.	PVC wire 3 core 23/76	-do-	-do-	
21.	PVC wire 3 core 40/76	-do-	-do-	
22.	Plier 8"	-do-	-do-	
23.	Nose plier	-do-	-do-	
24.	Side cutter 8"	-do-	-do-	
25.	Insulated tape	-do-	-do-	
26.	Element admiral for HC	-do-	-do-	
27.	Element complete (usha sriram)	-do-	-do-	
28.	Electric socket 15 amp	-do-	-do-	
29.	Electric socket 05 amp	-do-	-do-	
30.	Long beads	-do-	-do-	
31.	Round elect Porcelain	-do-	-do-	
32.	Quick fix (100 gms)	-do-	-do-	
33.	Machine screw	-do-	-do-	
34.	Machine screw 1 1/4"x5/32"			
35.	Machine screw 1/2x 5/32"	-do-	-do-	
36.	Nuts 5/32"	-do-	-do-	
37.	Electric switch 15 amp	-do-	-do-	
38.	Tester	-do-	-do-	
39.	Screw driver 6"	-do-	-do-	
40.	Screw driver 8"	-do-	-do-	

41.	Screw driver (all size)	-do-	-do-	
42.	Electric switch 05 amp	-do-	-do-	
43.	Cello tape tixo	-do-	-do-	
44.	Greece	-do-	-do-	
45.	Table lamp Holder	-do-	-do-	
46.	Bulb 20 Wt	-do-	-do-	
47.	Fan Drum sunflow HC	-do-	-do-	
48.	Soldering Iron 220v 35 wt	-do-	-do-	
49.	Solderaing wire	-do-	-do-	
50.	Brass thineable Hole type for HC	-do-	-do-	
51.	Motor for sunflow HC	-do-	-do-	
52.	Screw driver set with tester	-do-	-do-	
53.	Neon Lamp Iidicator AC 220V)	-do-	-do-	
54.	Self tappig screw type AB 6x1 ½	-do-	-do-	
55.	Self tapping screw type AB 8x1 ¼"	-do-	-do-	
56.	Self tappingscrew type AB 8x1 ½	-do-	-do-	
57.	Self tapping screw type 8x2"	-do-	-do-	
58.	Thermostat for admiral HC	-do-	-do-	
59.	Pendant holder Brass for table lamp	-do-	-do-	
60.	Screw Driver No 824 (Taparia)	-do-	-do-	
61.	Screw driver No 936 (Taparia)	-do-	-do-	
62.	Screw driver No 827 (Taparia)	-do-	-do-	
63.	Screw dirver No 929 (Taparia)	-do-	-do-	
64.	Screw driver No 570 (Taparia)	-d0-	-do-	
65.	Hesea Blade	-do-	-do-	
66.	Wire 3 Core flexible 23/76	-do-	-do-	
67.	Steel grip tape	-do-	-do-	
68.	Capacitor 2.5 MFD	-do-	-do-	
69.	Capacitor 4 MFD	-do-	-do-	
70.	Screw wrinch 8"	-do-	-do-	
71.	Regulator Resistance (05 stages)	-do-	-do-	
72.	Electric choke (10wt)	-do-	-do-	
73.	Electric tube light 10wt	-do-	-do-	
74.	Tube light starter for table lamp	-do-	-do-	
75.	Elemet Heat convector sunflow	-do-	-do-	
76.	Socket (P) 15 amp (06 rims)	-do-	-do-	
77.	Sleevs 2mm PVC	-do-	-do-	
78.	Electric plug 5 amp 02 pin	-do-	-do-	
79.	Plug top 3 pin 05 amp	-do-	-do-	
80.	Tube shed holder	-do-	-do-	
81.	Plug top 3 pin	-do-	-do-	
82.	Switch (P) for allied HC 15 amp	-do-	-do-	
83.	Thermostat switch for HC sunflow	-do-	-do-	
84.	Side rubber bush for heat convector	-do-	-do-	

85.	Brass bush for HC Drum	-do-	-do-	
86.	PVC rubber base pad for heat convector	-do-	-do-	
87.	Glass sleeve 4 mm	-do-	-do-	
88.	Regmal paper	-do-	-do-	
89.	Dry battery	-do-	-do-	
90.	Hammer PVC ½ Pound	-do-	-do-	
91.	Round fill 12"(Taparia)	-do-	-do-	
92.	Half Round file 12" (Taparia)	-do-	-do-	
93.	Flat file 12"(Taparia)	-do-	-do-	
94.	Bit set 1.5mm to 4.5 mm	-do-	-do-	
95.	Adjustable cutter 8"	-do-	-do-	
96.	Nosal cutter 12"	-do-	-do-	
97.	Scissors	-do-	-do-	
98.	Multimeter pottery type	-do-	-do-	
99.	Ampere meter single phase 2 ½	-do-	-do-	
100	Voltmeter single phase 2 1/1"	-do-	-do-	
101	Spanner set complete	-do-	-do-	
102	Pipe wrinch 10"	-do-	-do-	
103	Pipe wrinch 12"	-do-	-do-	
104	Adjustable screw wrinch 12"	-do-	-do-	
105	Socket spanner set complete	-do-	-do-	
106	Wooden board 8"x10"	-do-	-do-	
107	Sun mica sheet 8"x10"	-do-	-do-	
108	Wire PVC 4 core 40X76	-do-	-do-	
109	Multi socket 5 pin 05 amp	-do-	-do-	
110	Nutful thread 8/32	-do-	-do-	
111	Bolt 8/32	-do-	-do-	
112	Steel screw wooden ½"	-do-	-do-	
113	Steel screw wooden 1"	-do-	-do-	
114	Steel screw wooden 2"	-do-	-do-	
115	Steel screw wooden 2 ½"	-do-	-do-	
116	Steel screw wooden 3"	-do-	-do-	
117	Mainteance free battery	-do-	-do-	
118	Table fans blades oriet	-do-	-do-	
119	Table fans blades usha	-do-	-do-	
120	Blade for sheet cutting machine	-do-	-do-	
121	Wire 1X18 copper PVC insulated	-do-	-do-	
122	Tube for table lamp 9 w FCL	-do-	-do-	
123	Thread Nutful 13/4	-do-	-do-	
124	Wheel faze whit test	-do-	-do-	
125	Thread top set with Handle 2mm	-do-	-do-	
126	Switch 2 way 05 amp	-do-	-do-	
127	Bell push button with box	-do-	-do-	
128	Element 24" for Hot case	-do-	-do-	
129	Thermostat 300W for Hot case	-do-	-do-	
130	Thermostat Nob for Hot case	-do-	-do-	
131	Indicator light steel base for Hot case	-do-	-do-	
132	Element 2000W for electric kettle	-do-	-do-	
133	Fan drum for heat convector admiral	-do-	-do-	
134	FCL tube 10W for table lamp	-do-	-do-	
135	Wire 3 core 40x76 cotton	-do-	-do-	

	Insulated			
136	Adaptor for kettle 16 amp	-do-	-do-	
137	Condensing chit of 1.5 ton HWM-1532split AC	-do-	-do-	
138	Rechargable battery sunca 6W/10amp	-do-	-do-	
139	FL tube 6 W for electric light	-do-	-do-	
140	Steel screw wooden 1 /2"	-do-	-do-	
141	Switch 6 amp cona	-do-	-do-	
142	Switch 10 amp cona	-do-	-do-	
143	Socket 16 amp cona	-do-	-do-	
144	Plug top 16 amp cona	-do-	-do-	
145	Plug top 6 amp cona	-do-	-do-	
146	Element 2000W for electric kettle bakelite	-do-	-do-	
147	Glass sleeve 2mm	-do-	-do-	
148	Washer 8/32	-do-	-do-	
149	Thiner	-do-	-do-	
150	Elfy quick fix	-do-	-do-	
151	Element for Hot case	-do-	-do-	
152	Motor coil for Heat convector	-do-	-do-	
153	Nob for Hot case	-do-	-do-	
154	Switch with Indicator for table lamp	-do-	-do-	
155	Wire 2 core 23X76 twisted			
156	Socket 6 amp			
157	Insulation Tape Cotton			
158	Wooden Board 8X10			
159	Sun mica Sheet 8X10			

Note : It is ensured that above eqpts/items will be genuine and certified.