

SUPPLEMENTARY LIST OF STORES ITEMS

These are items that may be available at some of our warehouses and are for sale.

CLASS 2

S/N	ITEM No.	ITEM DESCRIPTION	UNIT OF MEASURE
1	0733	Portrait – President Unframed	EA
2	0657	Mop Complete	EA
3	0707	Brass Lapel Pins of a National Flag	EA
4	0713	National Flag URT - Jeneza	EA
5	0704	Hand Flags	EA

CLASS 6

S/N	ITEM No.	ITEM DESCRIPTION	UNIT OF MEASURE
1	6646	Office Paper Tray	EA
2	6651	Counter Book 1Quire 320x202mm; 288pgs	EA
3	6142	Correction Fluid	EA

S/N	ITEM No.	ITEM DESCRIPTION	UNIT OF MEASURE
47	6375B	Ball Pen Blue/Black (Smooth line pen)	DOZ
48	6377	Ball Pen Red	DOZ
49	6377B	Ball Pen Red (Smooth line pen)	DOZ
50	6378	Mark Pen Permanent Synthetic Tip, Waterproof Instant Drying	EA
51	6379	Mark pen Transparent, waterproof instant drying	EA
52	6400	Office Pins	Box
53	6411	Punch Machine 2 Hole	EA
54	6412	Punch Machine Heavy Duty 2 Hole	EA
55	6440	Stapling Machine Std with Remover	EA
56	6442	Heavy Duty Stapling Machine	EA
57	6446	Staple Pins Heavy Duty No.6	BOX
58	6447	Stapling Pins Size 24/6-1M	BOX
59	6476	Cello Tape of Width 1" Deepness 24mm	ROLL
60	6477	Cello Tape of Width 2" Deepness 24mm	ROLL
61	6526B	Ruler Small	EA
62	6581	3mm) Oval shaped metal ends: Diameter3mmX2mm, Length: 22mm, Material: Stainless steel.	PKT
63	6645	Chalk White in a box of 100	BOX
64	6650	Note Book Spiral Executive 242x165mm 100pgs	EA
65	6652	Counter Book 3Quire 320x202mm; 288pgs	EA
66	6801	Graph Paper	PKT
67	6806	Admission Register	EA
68	6808	Class Journal	PKT
69	6811	Lesson Plan STD I-IV	EA
70	6812	Attendance Register - Life Education	EA

CLASS 6 A:

S/N	ITEM No.	ITEM DESCRIPTION	UNIT OF MEASURE
1	4701	Toner Cartridge 05A	EA
2	5041	Toner Cartridge 53A	EA
3	5201	Toner Cartridge 80A	EA
4	5279	Toner Cartridge 85A	EA
5	4582	Toner Cartridge 26A	EA
6	4800	Toner Cartridge 59A	EA

CLASS 50:

S/N	ITEM No.	ITEM DESCRIPTION	UNIT OF MEASURE
1	14	Diesel	LT
2	22	Petrol	LT



**SERVICE AGENCY OF
GOVERNMENT PURCHASE
(GPSA)**

**STORES CATALOGUE
FOR THE YEAR
2024/2025**

**GPSA Call Center Number
0735 005 005**

GOVERNMENT PROCUREMENT SERVICES AGENCY APPROVED STORES CATALOGUE FOR THE YEAR 2024/2025

INTRODUCTION

Pursuant to Regulation 124(4) of the Public Procurement Regulations, 2024, it is prescribed that each year the Agency (Government Procurement Services Agency) in collaboration with the Authority shall publish the list of products available in the catalogue on the electronic public procurement system. The Stores Catalogue is a list of description of stock items to be procured and stored by the Agency during the year for resale to Procuring Entities.

It is from this requirement that the Agency has developed and put in place the current list of the stores that will or may be available in its warehouses during year 2024/2025. All PEs are obliged to order the standard items from the Agency's stores catalogue.

Nonetheless amendments shall be made whenever requirements occur and the new catalogue may be re-issued.

The Catalogue which is organized in classes' will be used by all procuring entities in making orders of office requisites from the Agency and is organized in Classes.

During the year 2024/2025, in order to ensure stores items are available all the time, the Agency intends to stock stores items that have proved to be the most needed by public institutions based on their submissions. Since the cost of maintaining and distributing slow moving items is high, GPSA will only stock items that their requirements per annum exceeds 1000 pieces, hence only 91 items qualify, other stores items which are not listed shall be acquired through framework agreements.

Hence, the Stores Catalogue for the year 2024/2025 shows list of 91 store items which procuring entities could procure straight from the Agency. The catalogue also includes a Supplementary list of 8 store items that are available at some of GPSA Regional Offices and are for sale too. All items can be accessed electronically through GPSA Integrated Management Information System-GIMIS through the address "https://gimis.gpsa.go.tz/login". The electronic system is web based and can be accessed through any electronic device, and get services at any GPSA station in all regions. Thus, depending on the group nature of uses the items are organizing as follows:

- Class: 2 Clothing items
- Class: 5 Liquid Detergents
- Class: 6 Office stationery
- Class: 6A Print Cartridges – Toners
- Class: 50 Mechanical Stores – Fuel

THE CATALOGUE

CLASS 2:

S/N	ITEM No.	ITEM DESCRIPTION	UNIT OF MEASURE
1	555	Soft Broom Plastic 300mm wide with Handle	EA
2	553	Hard Brooms	EA
3	708	National Flag URT Table	EA
4	710	National Flag URT Car	EA
5	711	National Flag URT Boat	EA
6	712	National Flag URT Mlingoti	EA
7	715	National Flag URT Presidential Car	EA
8	716	National Flag URT Presidential Mlingoti	EA
9	717	National Flag URT Presidential Large	EA
10	730	Portrait - Father of the Nation Framed	EA
11	731	Portrait – President Framed	EA
12	565	Basket Waste	EA

CLASS 5:

S/N	ITEM No.	ITEM DESCRIPTION	UNIT OF MEASURE
1	0613	Liquid Detergents soap 5 ltrs	EA

CLASS 6:

S/N	ITEM No.	ITEM DESCRIPTION	UNIT OF MEASURE
1	6002	Glue 125 ml	BTL
2	6003	Glue 160 ml	BTL
3	6012	Kadi ya Maendeleo-Life Education	EA
4	6014B	Exercise Book 80 pgs	EA
5	6016	Counter Book 2Quire 320x202 mm; 192 pgs	EA
6	6017	Counter Book 4Quire 320x202 mm; 384 pgs	EA
7	6018	Dispatch Book 190 x 130 mm; 40 pgs	EA
8	6019	Note Book Spiral, Size 128x203 mm, 56 gm 70 sheets	EA
9	6020	Note Book Spiral, ordinary Size 2108x297 mm, 70 sheets	EA
10	6021	Writing Pads small (128mmx203mm)	PAD
11	6022	Writing Pads Ruled A4 – 50 sheets	PAD
12	6023	Sticker Paper Pad	PAD
13	6035	Visitors Book Size: 25 cm L x 28 cm H x 1.5 cm W;	EA
14	6036	Log Book Carbonized	EA
15	6060	Calendar for year 2025	EA
16	6064	Diary for year 2025	EA
17	6091	Paper Clips Stainless PC-33 mm	PKT
18	6092	Clip Binder 19mm Durable steel with nickel plated handles	PKT
19	6093	Clip Binder 32mm Durable steel with nickel plated handles	PKT
20	6094	Clip Binder 41mm Durable steel with nickel plated handles	PKT
21	6127	Spiral 6mm Plastic	PKT
22	6129	Spiral 10mm Plastic	PKT
23	6134	Spiral 18mm Plastic	PKT
24	6141	Correction Pen Metal Tip 7ml	EA
25	6147	Transparent Sheet	PKT
26	6152	Envelopes Small A5 Manila 210x148mm	PKT
27	6158	Envelopes Medium A4 Manila 297x210mm	PKT
28	6160	Envelopes Large A3 Manila 420x297mm	PKT
29	6181	Rubber Lesser	EA
30	6184	Highlighter	EA
31	6192	File Cover General	PKT
32	6199	File Lever Arch	EA
33	6207	File Cover Confidential.	PKT
34	6280	Photocopy Paper A3 [420x297mm]	RM
35	6281	Photocopy Paper A4 - 80gm [297x210mm]	RM
36	6287	Legal Paper	PKT
37	6183	Black Board Duster	EA
38	6288	Hard Cover Manila A4 [297x210mm]	PKT
39	6289	Manila Sheet	SHEET
40	6294	Carbon Paper Blue	PKT
41	6296	Duplicating Paper A4 [297x210mm]	RM
42	6320	Minute Sheet A4 [297x210mm]	PKT
43	6325	Paper Examination F/S Ruled	RM
44	6332	Flip Chart sheet	PAD
45	6341	Pencil HB	EA
46	6375	Ball Pen Blue/Black	DOZ