

 Kenya Power The Kenya Power & Lighting Co. Ltd	ISO 9001:2008 QMS SUPPLIES WORK INSTRUCTIONS SECTION: PURCHASING	Doc. No.	KP1/9AA-3/PT/17/15/16
		Issue No.	
		Revision No.	
	SUBJECT: SAMPLE VIEWING FORM	Date of Issue	

	Signature	Date
NAME OF KPLC STORES OFFICIAL:		
NAME OF SUPPLIER'S REPRESENTATIVE:		

NO	KPLC CODE	ITEM DESCRIPTION	REMARKS
1	160809	PHOTO COPY PAPER PINK	
2	160817	PHOTO COPY PAPER (LIGHT GREEN)	
3	160818	PHOTO COPY PAPER YELLOW	
4	160821	PRINTING PAPER A1(841MM x594MM) 80GM	
5	160822	PRINTING PAPER A2 (420MM x594MM) 80GM	
6	161201	AMMONIA PRINTING PAPER 75 CM x 20 M	
7	161216	DRAFTING TAPE 1"WIDE	
8	161521	NOTE PAD SELF STICKING	
9	162207	FOLDER BANTEK B-3420	
10	162307	INK (VIOLET STAMP PAD)	
11	162604	LEITZ PAPER PUNCH	
12	162605	GIANT PAPER PUNCH	
13	162608	RAPID STAPLING MACHINE	
14	162613	DESK PENCIL SHARPENER	
15	162619	STAPLE REMOVER	
16	162626	FILE FASTENER NO.8	
17	162802	STAEDLER TRADITION 2H	
18	162786	SCRIBBLING PAD MEDIUM	
19	162787	SCRIBBLING PAD LARGE 10' x 8'	
20	162803	STAEDLER TRADITION 3H	
21	162804	STAEDLER TRADITION 4H	
22	162809	STAEDLER TRADITION HB	
23	163115	PEN PENTEL REFILLS ASSORTED	

24	163127	STAEDLER FINE POINT ASSORTED	
25	163133	PEN MARKER	
26	164203	THERMAL PRINTER ROLL	
27	165001	TYPING CARBON PAPER INTER PLASTIC BLACK	
28	165004	WRITING CARBON PAPER(BLUE)	
29	165021	WHITE OUT FLUID	
30	165057	STAMP PAD (F260)	
31	165066	CELLOTAPE 1/2 x 72 YARDS	
32	165073	SISAL STRING ROLL	
33	165074	TWINE COTTON	
34	165118	WATER SPONGE F296	
35	165120	RUBBER BAND 8486	
36	165127	YELLOW DUSTER	
37	165132	PLASTIC PAPER BASKET	
38	165138	PAPER TRAY FOUR IN ONE	
39	165152	CLIP PAPER (F302)	
40	165153	CLIP PAPER 5 PKTS	
41	165158	STAPLES GAUGE 26/6 (1/4")(PACKET)	
42	165161	DOWNING STAPLE DF 82C	
43	165173	RULER PLASTIC 30CM 12"	
44	165025	RICH GUMMY GLOY 180GM	
45	165026	PRITTY GLUE STICKS	
46	165123	PELIKAN RUBBER BR 40	
47	165141	RUBBER FINGER CONE	
48	165151	CLIP PAPER NO.2 (F303)	
49	165162	STAPPLE NO 66 F321A	