






National Arrangements for the supply of
Stationery and Office Supplies available to schools
 from the Office of Government Procurement (OGP)

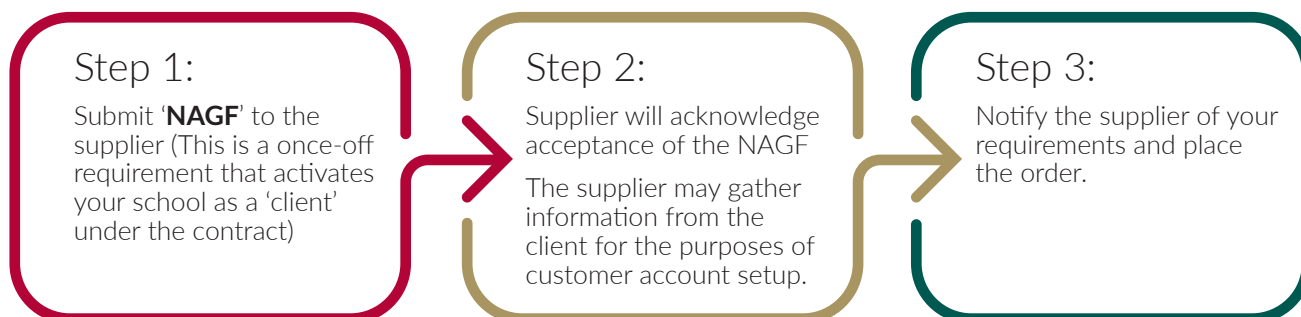
Categories of Products	Range of Goods available
 Adhesives	Glue Sticks, Tape, Fabric Hook and Loop
 Books and Pads	Casebound and Wirebound Notebooks, Refill Pads, Shorthand Notebooks
 Desktop Accessories	Air Duster, Mouse pad with Wrist-rest, Clipboards, Mousse Cleaner for Keyboards, Crate Trolley, Laptop Back Pack, Letter Trays, Pilot Case, Overnight Case, Tube Tidy (Pen Holder), Mouse Mat, Zipped Conference Folio
 Diaries	A4/A5: Academic, 1 Day Per Page, Appointments, Week To View A4 only: 2 Pages Per Day
 Electrical Items	Batteries, Desktop Calculator, Scientific Calculator, Printing Calculator
 Envelopes	Board-back Envelopes, Packaging Envelopes, Paper Envelopes
 Filing and Storage	Storage Boxes, Archive Boxes, Box Files, Files, Folders, Plastic Pockets, Subject Dividers
 Labels	Address Labels, Laminating Label Tape, Multi-Purpose Labels, Lever Arch File Labels
 Miscellaneous	Mail Pouch, Heavy Duty Zip Bag, First Aid Kit
 Office Accessories	Cardboard Recycling Bin, Chair Mat, Shredder Bags, Wall Planners
 Office Stationery	Clips, Correction Fluid/Pen/Roller, Desk Tape Dispenser, Punch, Drawing Pins, Eraser, Stapler, Index Tabs, Page Markers, Letter Opener, Pencil Sharpener, Treasury Tags, Record Cards, Sticky Notes, Rubber Bands, Scissors, Ruler, Staple Remover, Sticky Tack
 Packaging	Cotton Twine
 Paper	Flip Charts, Self-Adhesive Sheets, Certificate Paper, Thermal Till Printer Rolls, Calculator Rolls
 Postage Stamps	€1 value
 Presentation and Display	Flipchart Easel, Laminating Pouches, Document / Literature Pockets, Document Holders, Badge Reel, Certificate Covers, Coloured Magnets, Combi Clip Badge, Cork Boards, Felt Notice Boards, Lanyards, 4-Ring Binders, Whiteboard Erasers, Padded Visitors Book, Security Pass Holder, 2-Ring Binders, Binding Combs, Binding Covers, Whiteboard Cleaning Foam/Wipes
 Small Office Equipment	Desk Fan, Extension Leads, Label Printer, Shredders, Manual Comb Binder, Metal Waste Bin, Guillotine, Laminator, Rotary Trimmer, Wall Clock
 Stamps	Various Sizes, Self-inking Text with Date Stamp, With Built-In Stamp Pad
 Writing Materials	Highlighters, Pens, Pencils, Security Blackout Marker, Whiteboard Markers, Refill for Parker Pen

National Arrangements for the supply of
Stationery and Office Supplies available to schools
 from the Office of Government Procurement (OGP)

Lot Number	For School located in the following Counties:	Appointed Supplier for listed Counties
4	Dublin, Kildare, Louth, Meath and Wicklow.	Lyreco Ireland Ltd Unit 41, Park West Industrial Estate, Kylemore Road, Dublin 10  1850 88 22 79 ogp.ie@lyreco.com
5	Carlow, Kilkenny, Waterford and Wexford.	Jones Business Systems <i>(consortium with Office Supplies Ireland)</i> Askea Business Park, O'Brien Road, Carlow  059 913 2595 ogp@officestuff.ie
6	Clare, Cork, Kerry, Limerick and Tipperary.	Albany Office Supplies Unit 8/9 Knockmitten Close, Western Industrial Estate, Naas Road, Dublin 12  01 450 1200 sales@albanyofficesupplies.ie
7	Laois, Longford, Offaly, Westmeath, Galway, Leitrim, Mayo, Roscommon and Sligo	Office Depot Ireland Ltd Unit 35, Rosemount Business Park, Blanchardstown, Dublin 15  01 815 0621 irishqueries@officedepot.eu
8	Cavan, Donegal and Monaghan.	Eciffo Office Ltd 32E Rosemount Park, Rosemount Business Park, Ballycoolin, Dublin 11  01 831 3760 info@eciffo.ie

Full details, including the User Guides and the **Notification to Activate Services Form (NASF)**- which schools must sign to activate a contract - are available to download by registered users behind the Schools' 'tab' within the BuyerZone on www.ogp.gov.ie. Any queries should be directed to support@ogp.gov.ie or Tel: **076 100 8000**.

How to place an order for stationery requirements



Please note that there is a minimum order value of €50 (ex VAT).