## Annex F Sample List form Company Name: ITB reference form:

DESCRIPTION	origin of the items	UNIT	QTY
Item 1 Note pad A5		Each	2
Item 2 White board Markers		each	6
Item Pens (Black, Blue, Red)		Each	6
Item 4 Envelopes A4		Each	5
Item 5 Stappler		Each	2

Signed by Company focal point: