**Specifications for diaries**

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| **Item**  | **Specification** | **Bidder’s Offer [**The bidder should clearly state his/her offer] |
| **EXECUTIVE SMALL FILOFAX** | * Product Size: 27.5cm (l) x 18.3cm (w) x 2.8cm (d)
 |  |
|  | * Padded executive diaries
 |  |
|  | * Centre clip with or without metal
 |  |
|  | * Capacity: A5
 |  |
|  | * Branding Options: Name encryption, Full Colour inserts
 |  |
|  | * Must have ZETDC Northern Region logo
 |  |
|  | * Must be stitched
 |  |

**EXECUTIVE DIARY**