



TSD 6208b

**PLANT STANDARD
BHOPAL**

BP 7800143/Annx.V

REV NO. 03

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SUPERSEDES
BP 7800143 Annx.V (Rev.02)**PAPER – COPIER****1.0 SCOPE :**

This standard prescribes the requirements of Paper – Copier, for use on Copier Machines.

2.0 DESIGNATION :

Paper - Copier shall be designated on Indent / Enquiry and Requisitions as follows :

Description : Paper - Copier

Code : BP 780 01 43 198

Size : 210 x 297 mm. (A4)

3.0 COMPLIANCE WITH NATIONAL STANDARDS :

This standard is generally based on IS : 14490-1997 / Reaffirmed 2005

4.0 SIZE :

The size of the paper, shall be 210 x 297 mm (A4), Tolerance allowed on the size is + 1/-2 mm in each direction.

5.0 SUBSTANCE : 75 GSM $\pm$ 2.5%**6.0 COLOUR : White.****7.0 FINISH :**

The paper shall be of uniform formation, evenly finished and generally free from specks, holes, dust particles and other blemishes.

Revision : Reviewed & brought upto date

Value of GSM brought in line with IS

ISSUED by :

**STANDARDS AND MATERIALS GROUP
TECHNICAL SERVICES DEPARTMENT**

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8.0 GENERAL REQUIREMENT AT SUPPLY STAGE :

- 8.1 Paper Shall be trimmed on four sides to the required size and jogged properly to eliminate paper dust.
- 8.2 The paper shall be supplied in a packet of 500 sheets per ream.
- 8.3 While submitting the quotation the supplier shall mention its brand name meeting the requirements of this standard.
- 8.4 During supply of the material, the supplier shall ensure that the material shall meet the requirements of this standard.

9.0 MARKING AND PACKING :

- 8.5 Brand Name of the paper and Purchase order No. shall be marked on each packet for Identification of the supply.
- 8.6 In case of staggered deliveries, Batch No. shall be printed along with P.O. No. by putting oblique, in between.

For Example : P.O. No. 3782531 / 01, 02 or 03 and so on.

- 9.3 The material shall be packed in a polythene lined packing sheet to protect the paper from moisture preferably in mill packing.