



PLANT STANDARD BHOPAL

BP 7800143 / Annx. VI

Rev . No . 02

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SUPERSEDES
BP 7800143 Annx. VI (Rev.01)

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 43 201

Size : 297 x 420 mm. (A3).

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 297 x 420 mm (A3) , Tolerance allowed on the size is + 1 / - 2 mm in each direction.

5.0 SUBSTANCE : 75 – 80 GSM.

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
 General Requirement at enquiry stage deleted.
 (Ref. TSD / SM / 212 dt. 17.01.2008).

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Rev. No.: 02

Date : 04.06.2008 .

Date of first issue : 10.12.1996



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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.

8.2 While submitting the quotation the supplier shall mention its brand name meeting the requirements of this standard.

8.3 During supply of the material, the supplier shall ensure that the material shall meet the requirements of this standard.

9.0 MARKING AND PACKING :

9.1 Brand Name of the paper and Purchase order No. shall be marked on each packet for identification of the supply.

In case of staggered deliveries, Batch No. shall be printed alongwith P.O.No. by putting oblique, in between.

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

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