

HIGH COURT OF DELHI AT NEW DELHI

No. F. NO. M-33/ 7040-⁵⁸STY./DHC

DATED: 24/3/18

From:-

The Registrar General
High Court of Delhi
New Delhi

To:-

(On the website of Delhi High Court)

SUB.:- QUOTATIONS FOR VARIOUS STATIONERY ITEMS

Sir,

This Court intends to purchase following stationery items for use in this Court as per below details :

S. No.	Name of stationery item	Total Quantity to be purchased
1	Red and Blue pencil (checking pencil) 'Nataraj' make	1000 nos.
2	Re Stick Plastic Flag 'Oddy' make (12.7 X 43.7 mm)	500 pkts.
3	Scotch/Magic Tape '3 M' make (19 mm x 32.9 m) with dispenser	300 nos.
4	Black Thin Marker 'Faber-Castell' make Multimark 1523	400 nos.
5	Gum bottle 'National' make 150 gm	300 nos.
6	Punching machine 'Kangaro' make no. DP 520	25 nos.
7	Yellow noting pad 'Shipra' make no. PN 181	100 nos.

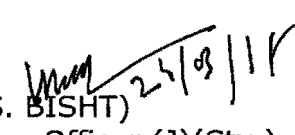
Interested firms are required to submit necessary quotation for abovesaid items in a sealed envelope. The period of validity of rates should not be less than 90 days from last date of submission of quotation. Quotations with less period of validity of rates shall be rejected.

The sealed envelope, superscribing thereon "QUOTATION FOR VARIOUS STATIONERY ITEMS" alongwith the due date and addressed to "Registrar General, Delhi High Court, New Delhi", must reach to Administrative Officer (Judl.) (IT/Sty. Branch), Lawyers Chamber Block-III Ground Floor, Delhi High Court on or before **05.04.18**.

No quotation shall be entertained after due date. Envelopes without subject shall be summarily rejected.

It may be noted that rates should be mentioned as **each price exclusive of tax/GST** i.e. GST EXTRA. The Court reserves the right to place the order fully/partly to different vendors and in installments

Yours truly


(K. S. BISHT) 24/3/18
Administrative Officer (J)(Sty.)
for Registrar General