

HIGH COURT OF DELHI AT NEW DELHI

No. 27392-408
/STY./DHC
DATED: 19/12/17

From:-

The Registrar General
High Court of Delhi
New Delhi

To:-

(On the website of Delhi High Court)

SUB:- 15,000 NOS. PRINTED WHITE ENVELOPES 9" X 4" SIZE (80 GSM)

Sir,

This Court intends to purchase **15,000 NOS. PRINTED WHITE ENVELOPES 9" X 4" SIZE (80 GSM)** for the use in this Court.

A sample of the single color printed white envelope 9" x 4" size (80 gsm) with printed matter for reference can be seen in the stationery branch of this Court on any working day between 2 - 4 pm.

The interested firms may submit the necessary quotation **alongwith their sample of white envelope 9" x 4" size (80 GSM) for evaluation of quality** in a sealed envelope. Quotation without sample of envelope shall be summarily rejected. The rates quoted should include the cost of single colour printing on the envelope.

The period of validity of rates must not be less than **90 days** from last date of submission of quotation. Quotations with less period of validity of rates shall not be entertained.

The sealed envelope, superscribing thereon "QUOTATION FOR PRINTED WHITE ENVELOPE" alongwith the due date and addressed to "Registrar General, Delhi High Court, New Delhi", must reach to Administrative Officer (Judl.) (Stationery Branch), Lawyers Chamber Block-III Ground Floor, Delhi High Court on or before **06.01.2018**.

It may be noted that consolidated rates (for envelopes & printing) should be mentioned as **each price exclusive of tax/GST** i.e. GST EXTRA.

Yours truly

(K. S. BISHT) 18/12/17
Administrative Officer (J)(IT/Sty.)
for Registrar General