

HIGH COURT OF DELHI AT NEW DELHI

No. 16758-773 /STY./DHC

DATED: 30/06/14

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	Colour flag 'Oddy' make (1" x 3" size) product code RS PR 3	3000 pkt.
2	Fevistick 8 gm 'Pidilite' make	2000 nos.
3	Jet stream 'Uniball' SX-210 Pen	600 nos.
4	Shorthand Notebooks 200 pages (broadline) 'Bittoo'	2000 nos.
5	Re Stick Plastic Flag 'Oddy' make (12.7 X 43.7 mm)	600 pkts.
6	Double hole punching Machine 'Kangaro' DP 520	35 nos.
7	Hi-lighter 'Luxor' make-Gloliter	1000 nos.
8	Shorthand/steno HB pencil 'Apsara' make	1000 pkts.
9	Stapler Pin 'Kangaro' make M-10	3000 pkts.
10	Log Book - <i>ABD make</i>	80 nos.
11	Permanent black marker 'Artline' 107 R	1200 nos.
12	'Linc' Siren Ball Pens	7000 nos.

Interested firm are required to submit necessary quotation for abovesaid items in a sealed envelope. The period of validity of rates should not be less than 60 days from last date of submission of quotation.

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.) (Stationery Branch), LC-III Basement, Delhi High Court on or before 10/07/14 5 PM.

It may be noted that rates should be mentioned as **unit price exclusive of VAT** i.e. VAT EXTRA.

Yours truly,

(Jagdish Lal)

Administrative Officer (J)(Sty.)
for Registrar General