

HIGH COURT OF DELHI AT NEW DELHI

4251-66
No. /STY./DHC
DATED: 20/02/14

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 :

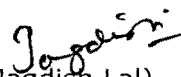
S. No.	Name of stationery item	Total Quantity to be purchased
1	Refills of 'Linc' Siren ball pens (blue, black and red colour)	6000 nos.
2	Paper cutter 'Natraj' make (code no.-207701001)	1000 nos.
3	Dak pads 'Neelgagan' make	20 nos.
4	White correction fluid pen 'Faber-Castell' make	1500 nos.
5	Plastic Lever file 'Solo' make no. PL 311 (Foolscap size)	150 nos.
6	Plastic envelope type folders 'Solo' make Foolscap size white colour model no. MC 112	200 nos.
7	Plastic report files 'Solo' make RF 111 FC (Foolscap size)	150 nos.
8	Double hole punching machine 'Kangaro' make HDP 2320	15 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 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 01.03.2014 (4:00 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