

IN THE HIGH COURT OF DELHI AT NEW DELHI

F. No. 64/Sty./SA-11/DHC/No. 25526-30

Dated: 3.12.18

From:-

The Registrar General
High Court of Delhi
New Delhi.

To:-

(On the website of Delhi High Court)

SUB.:-Quotation for purchase of 1,000 Nos. Judges Note Books (24 pages) 13.25" x 8.5" in size.

This Court intends to purchase 1,000 Nos. Judges Note Books (24 pages) 13.25" x 8.5" in size for use of this Court.

A sample of such Judges Note Book for reference may be seen by the vendors in the stationery store of this Court between 2 PM to 4 PM. on any working day.

Interested firms are requested to submit the quotations for the same in a sealed envelope to the AO(J), Information Technology & Stationery Branch, Lawyers' Chamber Block-III, Room No. 6, Ground Floor, Delhi High Court on or before **17.12.2018** along with sample of paper/note book offered to be supplied. Quotation submitted **without actual sample of paper/note book shall not be considered** and shall be summarily rejected.

The validity of rates should not be less than 120 days from the last date of submission of quotation and the taxes applicable should be clearly mentioned. Quotations with **less period of validity of rates shall be rejected.**

The envelope should be addressed in the name of "Registrar General, Delhi High Court, New Delhi" and the subject of this quotation letter be superscribed on the envelope. No quotation(s) shall be entertained **after due date.** Envelopes **without subject** as referred above shall be summarily rejected.

This Court reserves the right to modify/amend the quotation letter/Terms and Conditions at a later stage.

It may be noted that final rates should be mentioned **inclusive of GST.**

Yours truly,

Deepti
3/12/2018

(Deepti Chhabra)

Assistant Registrar (IT/Sty.)
for Registrar General