

HIGH COURT OF DELHI AT NEW DELHI

Speed Post

22261-277  
No. \_\_\_\_\_/STY./DHC  
DATED - 02/09/14

From:-

**The Registrar General**  
High Court of Delhi  
New Delhi

To

(Also on the website of DHC)

Sub: **Quotation for printed spiral pad in size of 5" x 4" (approx) with 50 nos. ruled sheets.**

Sir,

This Court intends to purchase 1500 nos. printed spiral pads in size of 5" x 4" (approx) :

- 1) Printed logo of High Court of Delhi on the front cover (made of cardboard) and written High Court of Delhi below.
- 2) 50 nos. ruled sheets with spiral binding on the top (11 holes approx).
- 3) Cardboard sheets on the both sides of the spiral pad.

You are, therefore, requested to submit the necessary quotation for abovesaid requirement in a sealed envelope along with the samples. The period of validity of rates should not be less than 90 days from the last date of submission of quotation. The willing parties can see the sample of the printed spiral pad at the Stationery Store of this Court between 2pm to 4pm.

The sealed envelope, superscribing thereon "**QUOTATION FOR PRINTED SPIRAL PAD**" and addressed to "Registrar General, Delhi High Court, New Delhi", must reach to the Administrative Officer (J)(Sty.), LCB-III Basement, Delhi High Court on or before 12/9/14 5pm.

Yours truly,



**(Keshav Kr. Bhati)**  
Joint Registrar (Comp./Sty.)  
for Registrar General

2