

HIGH COURT OF DELHI AT NEW DELHI

Speed Post

9311 to 9326
No. /STY./DHC
DATED 13/05/16

To,

(As per enclosed list of vendors
Also on the website of this Court)

Sub:- Quotations for 20,000 nos. Plain Yellow File Covers (without printing) of size 14" x 10" of 80 to 100 gms with single hole at top left.

Sir,

This Court intends to purchase 20,000 nos. 'Plain Yellow File Covers' (without printing) of size 14"x10" of 80 to 100 gms with single hole at top left and with a red strip (patti) 14" x 2" inside at bend of the file for the use of this Court.

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 plain yellow file cover at the Stationery Branch of this Court at Ground Floor, Lawyer's Chamber Block III between 2pm to 4pm.

The sealed envelope, superscribing thereon "**QUOTATION FOR PLAIN FILE COVERS WITHOUT PRINTING**" and addressed to "The Registrar General, Delhi High Court, New Delhi", must reach to the Administrative Officer (J)(Sty.), Stationery Branch, Ground Floor, Lawyers Chamber Block-III, Delhi High Court on or before 25.05.2016. The quotations without samples will be summarily rejected.

Yours truly



(Rejeev Chauhan)

Assistant Registrar (Comp./Sty.)
for Registrar General