

HIGH COURT OF DELHI AT NEW DELHI

No. F. NO. M-30/

17775-90

/STY./DHC

DATED: 23/08/17

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	Yellow noting pad A-4 size 'Shipra' make (code no. PN 181)	60 nos.
2	Yellow re stick notes 'Oddy' make (2" x 3" size)	400 pkts.
3	Punching machine 'Kangaro' make no. DP 520	20 nos.
4	Re-Stick Plastic Flag 'Oddy' make (12.7 X 43.7 mm)	300 pkts.
5	Plastic Report File 'Solo make RF 111' Foolscap size	100 nos.
6	Log book 200 pages 'ABD' (Amir Book Depot) make	20 nos.
7	Red & Blue Pencil 'Natraj' make (checking pencil)	500 nos.
8	Magnetic Pin Cushion 'Kebica' make OSCAR-2035	20 nos.
9	Awl pins 'Bell' make (one packet contains 500 pins)	80 pkts.
10	Attendance registers (96 pages) 'ABD' make, size-10"x7"	80 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 and quotations with less period of validity of rate shall be rejected.

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), Lawyers Chamber Block-III Ground Floor, Delhi High Court on or before **08.09.17**.

It may be noted that rates should be mentioned as **each price exclusive of tax/GST** i.e. GST EXTRA.

Yours truly

(Rajeev Chauhan)

Deputy Registrar (IT/Sty.)
for Registrar General