

HIGH COURT OF DELHI AT NEW DELHI

No. 19118-144 /STY./DHC
DATED: 13/8/13

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	Quantity to be purchased
1	Stapler 'Kangaro' make model no. - HD 10 & 10D	200 nos. (i.e. 100- HD & 100- HD 10D)
2	Re-stick notes 'Oddy' make yellow colour- 2"x3" size	250 pkts.
3	Stamp pad 'Faber-Castell' 110 mm x 69 mm in size	60 nos.
4	Uniball Gel impact pens (blue and black colours)	250 nos.
5	Scissor 'Munix' GL-2160	50 nos.
6	White cotton small tags	1400 guchhis (1 guchhi must contain 50 tags)
7	Linc 'Siren' pen's refills (blue, black and red colours)	3,000 nos.
8	Double hole punching machine 'Kangaro' make- DP-520	12 nos.
9	Attendance registers (96 pages)	35 nos.
10*	Judges Note book (24 pages) 13.25 inch x 8.5 inch size	300 nos.

*Sample/quality of item (Judges Note Book) may be assessed at Stationery Store, Delhi High Court on any working day between 10 am to 4 pm.

You are requested 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 STATIONERY ITEMS" and addressed to "Registrar General, Delhi High Court, New Delhi", must reach to Administrative Officer (Judl.) (Stationery), LC-III Basement, Delhi High Court on or before

29/08/13 upto 5 pm.

Yours truly



(Jagdish Lal)

Administrative Officer (J)(Sty.)
for Registrar General