

IN THE HIGH COURT OF DELHI AT NEW DELHI

F. No. M-34/Sty./SA-11/DHC/No. 13095

Dated: 01-10-2020

From:-

The Registrar General
High Court of Delhi
New Delhi.

To:-

(On the website of Delhi High Court)

SUB.:- Tender inviting quotation for purchase of three hundred (300) nos. of Attendance Registers (96 pages) 'ABD' make size 10"x 7".

This Court intends to purchase 300 nos. of Attendance Registers (96 pages) 'ABD' make size 10"x 7".

Interested firms are requested to submit the quotation for the same in a sealed envelope to the A.O.(J), Information Technology & Stationery Branch, Lawyers' Chamber Block-III, Room No. 6, Ground Floor, Delhi High Court, New Delhi on or before 22/10/2020 till 5:00 P.M.

The validity of rates should not be less than 180 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 summarily rejected.**

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

This Court reserves the right to modify/amend the quotation letter/Terms and Conditions at a later stage. This Court also reserves the right to increase or decrease the quantity of above-mentioned item.

It may be noted that the final rates should be mentioned as unit price **inclusive of GST** and the taxes applicable should be clearly and separately mentioned.

Yours truly,



(Praveen Kumar Verma)
Administrative Officer (I) (IT/Sty.)
for Registrar General

CC to:-

Sr. System Analyst, Computer Cell, DHC for uploading on the website.