

HIGH COURT OF DELHI AT NEW DELHI

Speed Post

2045-64
No. /STY./DHC
DATED: 20/1/14

From:-
The Registrar General
High Court of Delhi
New Delhi

To:-
(On the website of Delhi High Court)

SUB.:- QUOTATIONS FOR REYNOLDS JETTER GEL AND REYNOLDS TRIMAX PENS

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	'Reynolds' Jetter Gel Blue Pen	500 nos.
2	'Reynolds' Trimax Blue Pen	500 nos.

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 90 days from last date of submission of quotation.

The sealed envelope, superscribing thereon "QUOTATION FOR REYNOLDS PENS" alongwith the due date and addressed to "Registrar General, Delhi High Court, New Delhi", must reach to Administrative Officer (Judl.) (Stationery Branch), LC-III Basement, Delhi High Court on or before **10.02.2014**, 4:30 PM.

It may be noted that rates should be mentioned as **unit price exclusive of VAT** i.e. VAT EXTRA.

Yours truly-



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