

HIGH COURT OF DELHI : NEW DELHI

BY SPEED POST
NO. 3160-66 /STY/DHC
Dated 01/02/18

From:-

The Registrar General
High Court of Delhi
New Delhi

To,

(On the website of Delhi High Court)

Sub: Quotation for 3000 nos. of reams of A-4 size Azurlaid paper of 95 GSM (Green Colour).

Sir,

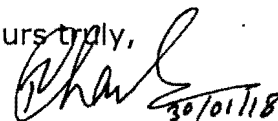
This Court intends to purchase 3000 nos. of reams of A-4 size Azurlaid paper of 95 GSM (Green Colour) in three equal installments of 1000 reams at an interval of around 60 days or as and when required for the official use of this court.

The interested firms may submit the necessary quotation for 3000 nos. of reams of A-4 size Azurlaid paper of 95 GSM in a sealed envelope along with the half ream of paper as sample and an EMD worth Rs.20,000/- by way of Demand Draft or Bankers Cheque drawn in favour of " Registrar General, Delhi High Court" payable at New Delhi. The period of validity of rates must not be less than 180 days from the last date of submission of quotation. Quotation with less period of validity of rates shall not be entertained. The quotations received without sample and EMD will be summarily rejected.

The sealed envelopes, one containing quotation and EMD and other containing half ream of paper, superscribing thereon "QUOTATION FOR A-4 SIZE AZURLAID PAPER OF 95 GSM" and addressed to "Registrar General, Delhi High Court, New Delhi", must reach the Administrative Officer (J), (IT/Stationery), Room No. 6, Ground Floor, LCB-III, Delhi High Court on or before 20-02-2018

The quotation received after the last date shall be summarily rejected. 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./Dig.)
For Registrar General