

# **HIGH COURT OF DELHI AT NEW DELHI**

No. F. NO. M-26/15248-64 /STY./DHC  
DATED: 22/8/16

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 :

<b>S. No.</b>	<b>Name of stationery item</b>	<b>Total Quantity to be purchased</b>
1	Paper cutter 'Natraj' make (code no.-207701003)	600 nos.
2	Cello tape big size (2" x 65 meter) ZEN make	150 nos.
3	Attendance registers (96 pages) 'ABD' make, size-10"x7"	100 nos.
4	Red and Blue checking pencil 'Natraj' make	600 nos.
5	Stamp pad 'Faber-Castell' (110 mm x 69 mm) Voilet	150 nos.

Interested firm 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 5/9/16.

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

Yours truly



(AJAI KUMAR RANA)  
Administrative Officer (J)(Sty.)  
for Registrar General