

# HIGH COURT OF DELHI AT NEW DELHI

24343 - 363  
No. /STY./DHC  
DATED: 09/10/13

From:-

The Registrar General  
High Court of Delhi  
New Delhi

To:-

(On the website of Delhi High Court)

**Sub:- QUOTATIONS FOR 'UNIBALL' UB-150 PENS AND OTHER 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	'Uniball' eye micro UB- 150 pens (blue, black, red and green colors)	2000 nos.
2	Single color printed white envelope- 9" x 4" size (80 gsm)* <i>(As per sample)</i>	5000 nos.
3	Stamp pad ink - Faber-Castell 60ml- blue	60 nos.

\*Sample of single color printed white envelope 9" x 4" in size (80 gsm) with printed matter for reference may be seen in the stationery branch of this Court. A sample of envelope 9" x 4" in size (80 gsm) for evaluation of quality must be submitted along with the quotation. Quoted rate of one envelope should include cost of printing on it.

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 'UNIBALL' UB-150 PENS AND OTHER 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 **22.10.13** upto 5 pm. Further, last date must be mentioned on the top of sealed envelope.

Yours truly



(Jagdish Lal)

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

From  
**Delhi High Court**  
Sher Shah Road,  
New Delhi-110003

3A MPV E

