

IN THE HIGH COURT OF DELHI AT NEW DELHI

F. No. 27-A/Sty./SA-11/DHC/No, 13534

Dated: 9/7/18

From:-

The Registrar General
High Court of Delhi
New Delhi.

To:-

(On the website of Delhi High Court)

SUB.:-Quotation for purchase of twenty five thousand (25,000) each of good quality White Window Envelope 10" X 4½" (80 gsm) and good quality Plain White Envelope 10" X 4½" (80 gsm).

This Court intends to purchase twenty five thousand (25,000) each of good quality White Window Envelope 10" X 4½" (80 gsm) and good quality Plain White Envelope 10" X 4½" (80 gsm) for the use of this Court.

Interested firms are requested to submit the quotations for the same in a sealed envelope to the AO(J), Information Technology & Stationery Branch, Lawyers' Chamber Block-III, Room No. 6, Ground Floor, Delhi High Court on or before 23.7.2018.

The validity of rates should not be less than 120 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 rejected**. It is necessary to submit sample along with the quotation failing which quotation shall be rejected.

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

This Court reserves the right to modify/amend the quotation letter/Terms and Conditions at a later stage. This Court reserves the right to place the order fully/partially to different firms/vendors.

It may be noted that rates should be mentioned **inclusive of GST**.

Yours truly,

Deepti

07/07/18

(Deepti Chhabra)

Assistant Registrar (IT/Sty.)

for Registrar General