

CT 2031/2001

Contracts Circular N°
26/2001
Department of Contracts
Notre Dame Ravelin
Floriana

To Heads of Department
and Parastatal Bodies

22nd June 2001

Envelopes

1. Heads of Department and Accounting Officers are requested to note that the contractors for the supply and delivery of envelopes to Government Departments and Parastatal Bodies, as and when required, have been placed with the contractors shown below at the prices and for the contractual duration indicated on the attached Schedule. Prices are inclusive of all charges and taxes including VAT at 15%.

(A) M/S Intermarkets Stationeries Ltd
BT5 Industrial Estate
Bulebel
Zejtun

VAT: 1111-7035

Tel: 693630

(B) M/S Tradex Ltd
'Atlantis Building'
N/S San Gwakkinn Road
Mriehel

VAT: 1265-2724

Tel: 492269

2. Payments to the above contractors are not to be made until further notice.
3. User departments are to note that whenever an order made to M/S Intermarkets exceeds the quantity of 50,000 envelopes under individual items 1, 2, 5 and 6 and 20,000 envelopes for each item 3 and 4,

contractor has undertaken to print free of charge on the envelopes supplied the name of the respective Government Department.

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4. It is to be pointed out that delivery of envelopes is to be made within ten days from the date of receipt of the relative requisition.
5. Heads of Department are requested to ensure that the envelopes supplied to them are of the same quality as samples submitted for testing and approved by Government. It is, therefore, recommended that random samples from consignments be submitted to the Malta National Laboratory, Evans Building, Valletta for testing. In all cases laboratory test reference number 057/01 dated 29th March 2001 should be invariably quoted.
6. The conditions regulating this contract are attached and Heads of Department are requested to ensure that these conditions are adhered to.
7. This contract is also governed by the usual 'General Conditions of Contract for the Supply of Goods and Materials under a Running Period Contract.'

J V Spiteri
Director General (Contracts)

encls.

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(A) M/S Intermarkets

Items 1, 2 and 5 - extension of previous contract
(effective date of contract: 1st July 2001 up to the
31st October 2001)

Item 1 Envelopes (vee flap on long edge), 70gsm
minimum, Manilla Buff Colour.
Size: 114 x 162mm approx. Printed Il-Gvern
ta' Malta (10pt - universal caps) at Lm4.80,0
per box by 1000.

Item 2 Envelopes (vee flap on long edge), 75gsm
minimum, Manilla Buff Colour.
Size: 157 x 231mm approx. Printed Il-Gvern
ta' Malta (12pt - universal caps) at Lm4.50,0
per box by 500.

Item 5 Envelopes, window, (vee flap on long edge),
70gsm minimum, Manilla Buff Colour.
Size: 105mm x 233mm approx. Size of window 45
x 120mm to be positioned as follows:- 20mm
from bottom edge, 20mm from left edge. Printed
Il-Gvern ta' Malta (12pt - universal caps) at
Lm8.20,0 per box by 1000.

Items 3, 4 and 6
(effective date of contract: 1st July 2001 up to the
30th June 2002)

Item 3 Envelopes pocket (rectangular flap on short
edge), 125gsm minimum, Manilla Buff Colour
Size: 250mm x 354mm approx. Printed Il-
Gvern ta' Malta (16pt - universal caps) at
Lm8.61,0 per box of 250.

Item 4 Envelopes pocket (rectangular flap on short
edge), 125gsm minimum, Manilla Buff Colour
Size: 460mm x 330mm approx. Printed Il-
Gvern ta' Malta (16pt - universal caps) at
Lm14.70,0 per box by 250.

Item 6 Envelopes Airmail (vee flap on long edge),
80gsm minimum, opaque white colour
Size: 115mm x 162mm approx. Printing as per
Clause 8 of the attached specifications at
Lm7.14,0 per box by 500.

(B) M/S Tradex

Items 1, 2 and 5

(effective date of contract: 1st November 2001 up to 30th June 2002)

Item 1 Envelopes (vee flap on long edge) 80gsm minimum, Manilla Buff Colour
Size: 113 x 162mm approx. Printed Il-Gvern ta' Malta (10pt - universal caps) at Lm3.30,0 per box by 1000.

Item 2 Envelopes (vee flap on long edge), 80gsm minimum, Manilla Buff colour
Size: 177 x 240mm approx. Printed Il-Gvern ta' Malta (12 pt - universal caps) at Lm3.30 per box of 500.

Item 5 Envelopes (vee flap on long edge), 80gsm minimum, Manilla Buff colour
Size: 110 x 230mm approx. Printed Il-Gvern ta' Malta (12pt - universal caps) at Lm6.00,0 per box of 1000.