

Department of Contracts  
Notre Dame Ravelin  
Floriana

27th August 2001

To Heads of Department  
and Parastatal Bodies

## **XEROGRAPHIC PAPER**

1. Heads of Department and Accounting Officers are requested to note that the contract for the supply and delivery of white 'GM' Watermarked Xerographic Paper to Government Departments and Parastatal Bodies in Malta and Gozo, as and when required, has been placed with:

Messrs Arrowswift Contacts Ltd  
Zinzel Street  
Qormi

VAT N°: 10084020

Tel: 487006

at the following prices which are inclusive of all charges and 15% VAT.

- Item 1.1 - size 210mm x 297mm (A4) at Lm1.71,4 per ream (x 500 sheets) delivered.
- Item 1.2 - size 297mm x 420mm (A3) at Lm3.42,8 per ream (x 500 sheets) delivered.

2. Payments to contractor are not to be made until further notice.
3. This contract shall run from the 1st October 2001 up to the 30th September 2002.
4. Paper supplied shall be watermarked "GM" and the label on each ream marked 'Cartiere Milani Fabriano.'
5. The attention of Heads of Department and all Accounting Officers is particularly drawn to Clauses 6,8 and 12 of the attached specifications and special conditions regulating this contract.

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..... *cont. Circ. 31/2001*

6. User Departments are requested to ensure that the xerographic paper supplied to them is of the same quality as sample submitted for testing and approved by the National Laboratory Result No. 102/01R (XP 17) dated 8th May 2001 and this by periodically submitting supplied paper for testing at the Malta National Laboratory, Evans Building, Merchants Street, Valletta.
7. The conditions regulating this contract are attached and Heads of Department are requested to ensure that these are strictly adhered to.
8. This contract is also governed by the attached “General Conditions of Contract for the Supply of Goods and Materials under a Running Period Contract.”

J V Spiteri  
Director General (Contracts)

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