

CT 2177/2003

Contracts Circular N° 37/2003  
Department of Contracts  
Notre Dame Ravelin  
Floriana

To Heads of Department  
and Parastatal Bodies

9<sup>th</sup> September 2003

## **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 Galaxy Ltd  
N. Saura Street,  
Siggiewi QRM 14

VAT N°: 1004-1035  
Tel: 21447328/21461191

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

Item 1.1 - size 210mm x 297mm (A4) at Lm1.60,0 per ream (x 500 sheets) delivered.

Item 1.2 - size 297mm x 420mm (A3) at Lm3.30,0 per ream (x 500 sheets) delivered.

2. Payments to contractor are to be made through:

Bank of Valletta Ltd  
Bridge Wharf  
Marsa

quoting guarantee No.: BW/10/945/03

3. This contract shall run from the 1st October 2003 up to the 30th September 2004.

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4. Paper supplied shall be watermarked "GM".
5. The attention of Heads of Department and all Accounting Officers is particularly drawn to Clauses 7 and 8 of the attached specifications and special conditions regulating this contract.
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. 106/03 (Code 25) dated 26<sup>th</sup> May 2003 and this by periodically submitting supplied paper for testing at the Malta National Laboratory, San Gwann.
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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