

Department of Contracts  
Notre Dame Ravelin  
Floriana

6<sup>th</sup> September 2004

To Heads of Department  
and Parastatal Bodies

**TABLET DIARIES AND WALL CALENDARS 2004**

1. Heads of Department and Accounting Officers are requested to note that the contract for the supply and delivery of Tablet Diaries and Wall Calendars (supply only) has been placed with the following contractors. Prices are inclusive of all charges including 18% VAT.

2. **Tablet Diaries (Supply and Delivery)**

Colour Image  
3 St. Peter Street  
Mgarr MST 10

VAT: 1009 - 9411

Tel: 21575612

at the following prices:

Item 1 - Tablet Diaries, seven days to a page - 40c each  
Item 2 - Tablet Diaries, three days to a page - 60c each

3. Payments are to be made direct to contractor.

4. User departments are requested to ensure that the diaries supplied to them are of the same quality and workmanship as sample available at the Procurement Section of this Department.

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...cont. Circ. 69/2004

**5. Wall Calendars (to be collected by Department)**

Government Printing Press  
Factory A29  
Industrial Estate  
Marsa

Tel: 21224466/7

at 21c each.

6. Payments to the Government Printing Press are to be made by means of a DAS schedule of payment quoting Department Code 04.
7. Deliveries are to be effected by not later than the 1<sup>st</sup> November 2004.
8. This contract shall run up to the 31<sup>st</sup> December 2004.
9. Heads of Department are to ensure that the number of diaries/calendars ordered should correspond to their original return submitted in terms of Contracts Circular No 37/2004 dated 26<sup>th</sup> April 2004.
10. The conditions regulating this contract are attached and Heads of Department are to ensure that these conditions are strictly adhered to.
11. 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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