

Department of Contracts
Notre Dame Ravelin
Floriana

To Heads of Department
and Parastatal Bodies

6th December 2005

XEROGRAPHIC PAPER

1. Heads of Department and Accounting Officers are requested to note that the contract for the supply and delivery of non-recycled 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 18% VAT.

Item 1.1 - size 210mm x 297mm (A4) at Lm1.52,0 per ream
(x 500 sheets) delivered.

Item 1.2 - size 297mm x 420mm (A3) at Lm3.38,0 per ream
(x 500 sheets) delivered.

2. Payments to the above mentioned Contractor are to be made through:

BOV
Marsa

Quoting Bank Guarantee No.: G41TFC6882

3. This contract shall run from the 1st January 2006 up to the 31 December 2006.

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...cont Circ.39 /2005

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. (Code 516/05/3 and 516/05/4) dated 18th August 2005 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."

E. Zarb
Director General (Contracts)

encl.