

CT 2216/2009

Contracts Circular N° 21/2009

Department of Contracts
Notre Dame Ravelin
Floriana

To Heads of Department
and Parastatal Bodies

17 July 2009

ENVIRONMENTAL FRIENDLY XEROGRAPHIC PAPER

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

Messrs Galaxy Ltd
32 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 Euro 23.01per box, delivered.

Item 1.2 - size 297mm x 420mm (A3) at Euro 7.67 per ream (x 500 sheets)
delivered.

2. Payments are to be made direct to contractor.

3. This contract shall run up to 30 June 2011.

...../.....

...cont Circ. 21/2009

4. Paper supplied shall be watermarked "GM".
5. The attention of Heads of Department and all Accounting Officers is particularly drawn to 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 083/97) dated 6 February 2007 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."

F Attard
Director General (Contracts)

enc.

ANNEX II : TECHNICAL SPECIFICATIONS

Specifications

1. The white xerographic paper is to conform to the following specifications:
 - (a) Paper reflectance - minimum 74% based on ISO 2470
 - (b) Opacity - not less than 86% based on ISO 2471
 - (c) Sizes - 297 x 420mm and 210 x 297mm in the quantities on the schedule
 - (e) Substance - 80g/m² (minimum accepted 78g/m²)
 - (f) Paper shall lie flat before and after processing through copier with either no tendency to curl or with a curl which can be overcome under reasonable conditions.
2. Paper supplied should be flat smooth on both sides, flat, trimmed square on four sides, with clean smooth edges, evenly jogged and free from cockling. Furthermore paper should be suitable for printing on both sides.
3. Each sheet of paper supplied under Items 1 and 2 is to be watermarked 'GM' or 'MG' as per accompanying specimen four items on each area 210 x 297mm. Non-compliance with this clause will invalidate the tender.
4.
 - a) Paper offered must be covered by an FSC (Forest Stewardship Council) certificate. Details of this certificate are to be printed on each ream and each box containing the paper.
 - b) Furthermore tenderers must submit with their offer;
 - i) a certificate issued by an independent competent authority confirming (a) above
 - ii) a certificate which highlights the efforts carried out to cause the less stress on the environment during the life cycle of the paper.
 - iii) Sample reams and ream wrappers as requested in Clause 1.3 of the Instructions to Tenderers complying with point a above and point 5 below.

Non-compliance with this clause will invalidate the tender.
5. The paper supplied should be ream wrapped bearing the labels offered at 4a above at one end including the 'GM' markings. Packing paper should be sufficiently strong to prevent reams from bursting.
6. Notwithstanding compliance with the specifications, final decision of acceptance will be made on the result of a printing test.