

CT 2222/2010

Contracts Circular N° 12/2011

Department of Contracts  
Notre Dame Ravelin  
Floriana

To Ministries  
and Government Departments

23 August 2011

## **SUPPLY OF TOWELS**

1. Heads of Department and Accounting Officers are hereby informed that the contract for the supply and delivery of Towels to Ministries and Government Departments, as and when required, has been awarded to:

Astor Co Ltd  
Astor House  
St Julian Road  
Birkirkara

Tel: 2144 7309  
Fax: 2149 8291  
Email: [astor@maltanet.net](mailto:astor@maltanet.net)  
VAT: MT 1329-3526

at the price of €1.42 each, which is inclusive of all charges and taxes including 18% VAT.

2. This contract shall run up to the 25 July 2013.
3. The hand towels (white in colour) are to measure 100cm x 50cm.
4. Heads of Department are to ensure that the contractor shall mark each towel with the letter's 'GM' which should be at least 5cm high.
5. User departments are requested to ensure that the towels supplied to them are of the same quality as sample submitted for testing and approved by Standards Laboratory Result No.: 486/06 (Code T15) dated 28 July 2006, and this by periodically submitting supplied towels for testing at the Malta National Laboratory, San Gwann.

6. Payments are to be made directly to the contractor.
7. The technical specifications regulating this contract are attached. User departments are to ensure that these conditions are strictly adhered to.
8. This contract is governed by the usual 'General Conditions of Contract for the supply of Goods and Materials under a Running Period Contract.'

F. Attard  
Director General (Contracts)

*encls*

### VOLUME 3 - TECHNICAL SPECIFICATIONS

1. The towels shall be made from terry materials, that is, having a pile of uncut loops and woven wholly from cotton yarns. The hems of the towels are to be properly tailored to avoid fraying of the cloth.
2. The material, size, weight etc. to be used in the manufacture of the towels shall conform to the following:

Material	-	100% Cotton
Size	-	Length: 100 cm minimum
	-	Width: 50 cm minimum
Weight g/m <sup>2</sup>	-	300 minimum

3. Tenderers must state the exact dimensions, weight and colour of the towels they propose to supply.
4. **Markings**

Each towel is to be indelibly marked with the letters 'G.M.' which should be at least 5cm high.

5. **Samples**

Within two days of being notified, tenderers must submit two sample towels showing the quality, workmanship and shade of the Towels being supplied. Samples are to bear a label marked clearly with the name and address of the tenderer.