

CT 2067/2011

Contracts Circular N° 12/2013

Department of Contracts  
Notre Dame Ravelin  
FLORIANA

To Ministries and  
Heads of Department

14<sup>th</sup> October, 2013

**Envelopes – Quantity Procured/to be Procured in 2013**

1. In order to enable the Procurement Section of this Department to issue the necessary calls for tenders for the supply of envelopes required during the year 2014, Heads of Department are requested to provide the quantity that has been procured and is projected to be procured from January till end December, 2013.
2. Returns are to reach the Procurement Section of the Contracts Department by not later than 15<sup>th</sup> November, 2013.

**Returns are to be submitted on the attached forms by email to [jacqueline.gili@gov.mt](mailto:jacqueline.gili@gov.mt)**

F Attard  
Director General (Contracts)

<b>Item No</b>	<b>Description</b>	<b>No of Boxes</b>
1	Envelopes (wallet flap on long edge) Size: 114x163mm approx.	
2	Envelopes (wallet flap on long edge) Size: 157x230mm approx.	
3	Envelopes pocket regular flap on short edge Size: 26x356mm approx.	
4	Envelopes pocket regular flap on short edge Size: 330x457mm approx.	
5	Envelopes window (wallet flap on long edge) Size: 105x233mm approx.	
6	Envelopes airmail (wallet flap on long edge) Size: 115x162mm approx.	