

Department of Contracts
Notre Dame Ravelin
Floriana

To Ministries and
Heads of Department

21 November 2014

**SUPPLY OF ENVIRONMENTALLY FRIENDLY DEPARTMENTAL
ACCOUNTING SYSTEM FORMS**

1. Ministries and Heads of Department are hereby informed that the contract for the supply and delivery of supply and delivery (in Malta) of Environmentally Friendly Departmental Accounting System Forms to Government Departments and Parastatal Bodies has been awarded to the following contractor at the rates shown hereunder. Prices are inclusive of all charges and taxes including 18% VAT.

Galaxy Ltd
War Victims Square
SIGĠIEWI

Tel: 2146 1191
Fax: 2146 5008
Email: info@galaxymalta.com
VAT: 1004-1035

Lot 1 - ACC 1 (General Receipts) continuous 2 Part Forms: Size 241.3mm wide (including sprocket holes) x 101.6mm. Printed in black on one side on carbonless paper. White for original, yellow for duplicate, two vertical perforations at **€63.72 per box of 3,000 sets delivered.**

Lot 2 - ACC 2 (General Forms) Goods or Service Purchase Order Continuous 2 Part Forms: Size 241.3mm wide (including sprocket holes) x 279.4mm. Printed in black on carbonless paper. White for original, yellow for duplicate, two vertical perforations at **€37.76 per box of 500 sets delivered.**

Lot 3 - ACC 2A (General Forms) Payment Voucher Continuous 3 Part Forms: Size 241.3mm wide (including sprocket holes) x 279.4mm. Printed in

black on carbonless paper, white for original, yellow for duplicate, pink for triplicate, two vertical perforations at **€37.76 per box of 500 sets delivered.**

2. Government departments / Parastatal Bodies in Gozo are requested to withdraw their requirements from contractor's warehouse.
3. Payments are to be withheld until further notice.
4. This contract shall run from the 01 December 2014 up to the 30 November 2016.
5. Heads of Department are to note that samples of the Departmental Accounting System Forms purchased should at their discretion be submitted for testing at the Malta National Laboratory, Mosta Technopark in order to ensure compliance with the published specifications.
6. This contract is also governed by the "General Conditions for Supply Contracts".

A Cachia
Director General (Contracts)

TECHNICAL SPECIFICATIONS

1. The shirts are to be manufactured in Light blue/White colour (as indicated in the Financial Bid Form) with attached stiff collar, long sleeves with comfortable arm hole, shoulder flaps for epaulettes, double shoulder yoke, box pleat at the back, and two breast pockets with flaps and buttons. Workmanship and cut will be taken into consideration in awarding contract.
2. The material to be used in the manufacture of the shirts shall be pre shrunk 30 – 35% cotton and the rest polyester. The weight per square metre is to be 95 grams minimum whilst the filling is to be 0.5% maximum. The threads per cm and maximum percentage of shrinkage allowed should be as follows:

Threads/cm Shrinkage %
(Water Relaxation)
Warp 42 minimum 0.5 maximum
Weft 28 minimum 0.5 maximum

3. The contractor shall sew on the inside of each shirt a label bearing the letters 'G.M.', size, the name of the contractor and the year of manufacture of shirt.