

CT 2386/97

Contracts Circular N° 4/98

Department of Contracts  
Notre Dame Ravelin  
Floriana

8<sup>th</sup> January 1998

To Heads of Department  
and Parastatal Bodies

### **XEROGRAPHIC PAPER 1998**

1. Heads of Department and Accounting Officers are requested to note that the contract for the supply and delivery of white Xerographic Paper to Government Departments and Parastatal Bodies, as and when required, has been placed with:

Messrs Galaxy Ltd  
N.Saura Street  
Siggiewi QRM 14

Tel: 447328

at the following prices which are inclusive of all charges and all taxes.

Item 1.1 - size 210mm x 297mm (A4) at Lm2.14 per ream (x 500 sheets) delivered.

Item 1.2 - size 297mm x 420mm (A3) at Lm4.40 per ream (x 500 sheets) delivered.

2. Payments to contractor are to be made through:

Bank of Valletta Ltd  
Bridge Wharf  
Marsa

quoting Bank Guarantee No: BW/10/680/97.

3. This contract shall run up to the 31<sup>st</sup> December 1998.

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4. Paper supplied shall be watermarked "GM".
5. The attention of Heads of Department and all Accounting Officers is particularly drawn to Clauses 4,6,7 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 Standards Laboratory Result No. 7K032 dated 11<sup>th</sup> November 1997 and this by periodically submitting supplied paper for testing at the Standards Laboratory, Evans Building, Merchants Street, Valletta.
7. Departments in Gozo are to collect their requirements from contractor's warehouse.
8. The conditions regulating this contract are attached and Heads of Department are requested to ensure that these are strictly adhered to.
9. This contract is also governed by the attached "General Conditions of Contract for the Supply and Goods and Materials under a Running Period Contract."

J V Spiteri  
Director of Contracts

*enc.*

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