

HIGH COURT OF DELHI: NEW DELHI

No. 01 /Liby./DHC

Dated 19 .11.2025

From:

The Registrar General,
High Court of Delhi,
Shershah Road, New Delhi-110503

To

(on the website of Delhi High Court)

Subject: Notice Inviting Quotations for disposal of Old Newspapers /Magazines and Raddi (old newspapers clippings)

Sealed quotations for disposal of old Newspapers/Magazines and Raddi (old newspapers clippings) are invited from interested agency/ firm /parties, who may send quotations in sealed envelope addressed to the **"Registrar (Liby.), High Court of Delhi, New Delhi- 110003 latest by 15 December, 2025 (Monday) till 4.00 P.M.**

The words **"Quotations for disposal of Old Newspapers /Magazines and Raddi (old newspapers clippings)"** should be superscribed on the top of the sealed envelope containing the quotation.

The following are the terms & conditions of this quotation notice: -

1. The agency/ firm/ parties must submit the quotation by Speed Post/Registered Post/ by hand during the office hours 10.00 A.M to 5.00 P.M only on or before the last date and time for submission of quotation. No quotation shall be entertained after due date and time and they will be summarily rejected.
2. The agency/ firm/ parties must submit only one quotation. If more than one quotation is submitted by a vendor, all such quotations submitted by it shall be rejected in the first instance.
3. No transportation charges will be provided by this Court for the above work.
4. The selected agency/ firm/ parties shall collect the old newspapers/magazines, and Raddi (old newspapers clippings) on any Saturday as and when directed by this Court.

5. The selected agency/ firm/ parties shall be responsible for arranging their own vehicle, electrical weighing machine for the collection of old newspapers, magazines, and photocopy papers (Raddi), and shall also provide verified labourers for all related loading work.
6. No firm will be allowed to participate in the quotation process, if the firm is having pending disputes with this Court or if the firm has ever been blacklisted/banned in its Business dealings with any Central/State Government and Public State Undertaking Bodies.
7. The quotations must be tendered strictly in the format mentioned in Annexure 'A' of this tender.
8. No employee of this Court or his/her dependent family members shall be involved in the instant tender process.
9. The material for sale may be inspected in Judges' Library of this Court from 11.00 A.M. to 12.00 P.M. on any working day upto **15 December, 2025.**

This Court reserves its right to accept or reject any or all quotations without assigning any reason whatsoever.


Deputy Registrar (Liby.)
for Registrar General

Annexure- 'A'

1. Name of the agency/ firm/ party: _____
2. Address of the agency/ firm/ party _____
3. Contact No.: _____
4. Email Address: _____
- 5 Rates for Old Newspapers Rs. _____ per Kg.
6. Rates for Old Magazines Rs. _____ per Kg.
7. Rates for Raddi (old newspapers clippings) Rs. _____ per Kg.

Authorized Signatory of the agency/ firm/ party

Official Stamp/Seal

Date: _____

Place: _____

•Note: Interlineating/Correction/Overwriting not allowed