

1/234
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OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE : WEST :
TIS HAZARI COURTS : DELHI

CIRCULAR

All the learned Judicial officers, Administrative Officer (Judicial) and AAO/DDO posted in the West District, Tis Hazari Courts, Delhi are hereby informed that stock of the articles (As mentioned in enclosed proforma) is available with Care Taking Branch, Tis Hazari Courts, Delhi. The above said items may be collected from Care Taking Branch, Room No. 148, Tis Hazari Courts, Delhi on submission of duly filled approved proforma (Copy enclosed). All the officers posted in west district are requested to instruct their subordinate staff to collect these articles positively by end of January 2026 between 11:00 am to 4:00 pm.

(Anshul Mehta)

Administrative Civil Judge (West)
Tis Hazari Courts,
Delhi

475-560
No.CTB/West/THC/2026

Dated: 06/1/26

Copy forwarded for information (through e.mode):-

- All the Ld. Officers of DHJS and DJS West Districts (Except Family Court and DLSA), Tis Hazari Courts, Delhi.
- P.S. to Ld. Principal District & Sessions Judge, West District, Tis Hazari Courts, Delhi.
- A.O. (J), AAO/DDO, West District, Tis Hazari Court, Delhi.
- R&I Branch for uploading on LAYERS.
- R&I Branch for uploading on Centralized Website through LAYERS.

Administrative Civil Judge (West)

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE : WEST :
TIS HAZARI COURTS : DELHI

CONSUMABLE ARTICLES FOR USE IN THE CHAMBER OF LD. JUDICIAL OFFICERS (WEST)
DURING THE MONTH OF JANUARY 2026

NAME OF OFFICER.....

ROOM NO.....

Sl.	Name of the article	Qty
1.	Liquid Handwash	01
2.	Tissue Paper	03
3.	Colin	01
4.	HarpiK	01
5.	Odonil/aer pocket	01
6.	Liquid Dishwash	01
7.	Disinfectant floor Cleaner	01
8.	Refill for Mosquito Repellent Machine	01

Receiver's Signature.....

Name

Designation.....

Empl. Code No.....

Date.....

Proforma Approved

Administrative Civil Judge (West)

Forwarded

Judicial Officer