

LOK SABHA SECRETARIAT
(General Procurement Branch)

FAX: 23010756

PARLIAMENT HOUSE ANNEXE
NEW DELHI-110001

No. LAFEAS-GPB021/6/2020-GPB

Dated: 1 October, 2020

From,

Rakesh Kumar Chhabra
Executive Officer

To

All Concerned

Subject: Procurement of various Bindery Items for Lok Sabha Secretariat on urgent basis.

Dear Sir,

Lok Sabha Secretariat require following items on urgent basis. The firms interested and having their offices at Delhi / NCR and Holder of GST Number may quote the rate of items as per specifications and format given below.

Sl. No.	Name of the item & Specification	Quantity	Name of the Brand (if any)	MRP (if any)	Offered Rate (in Rs.) (per unit)	% of GST
1.	Stitching Wire No. 24, 900 gms. Coil based rust resistant, (for Bindery purpose) (Good Quality)	5 Nos.				
2.	Stitching Wire No. 20, 900 gms. Coil based rust resistant, (for Bindery purpose) (Good Quality)	5 Nos.				
3.	Reducer - Screen Printing Ink reducer, (for Screen Printing use) 1 bottle = 1000 ml., (Good Quality)	10 Bottles				
4.	Rexine - Dark Green, 1 Roll of 50 mtrs., width-56", (Good Quality)	150 Mtrs.				
5.	Scissors - Size : 12 inch for cutting of Hard board/Rexene/binding cloth (Good Quality)	20 Nos.				

2. Procurement of the item mention above at sl. nos. 4 & 5 will be met after approval of the sample.


3. The items mentioned above at sl. nos. 1-4 are recurring items and the quantity mentioned is tentative, Procurement will be made on actual requirement basis.

3. Rates should be quoted on F.O.R. basis (free delivery at site) and should be valid for a period of **ninety days** from the date of awarding the order.

4. On award of contract/order, the selected firm is bound to supply the material as per sample/requirement/specification or else appropriate action may be initiated against the firm.

5. Sealed Quotation may be submitted either by hand in Room No. 408, 4th Floor, Parliament House Annexe, New Delhi-110001 by **8th October, 2020** addressed to the Executive Officer, General Procurement Branch, Room No. 408, Parliament House Annexe, New Delhi-110001 or to the E-Mail : gpb-lss@sansad.nic.in.

Yours sincerely,


01/10/20

Executive Officer

Phone No. 23034410

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